



The meeting of the Board of Health for Oxford Elgin St. Thomas Health Unit was held on Tuesday, May 30, 2023, in-person at 410 Buller Street, Woodstock, ON, with virtual participation via Zoom commencing at 1:07 p.m.

**PRESENT:**

Mr. J. Couckuyt	Board Member
Mr. J. Herbert	Board Member
Mr. G. Jones	Board Member*
Mr. M. Peterson	Board Member
Mr. L. Rowden	Board Member
Mr. M. Ryan	Board Member
Mr. D. Warden	Board Member
Ms. B. Wheaton	Board Member (Acting Chair)
Ms. C. St. John	Chief Executive Officer
Dr. N. Tran	Medical Officer of Health
Ms. W. Lee	Executive Assistant

**GUESTS:**

Mr. P. Heywood	Program Director*
Ms. Susan MacIsaac	Program Director*
Mr. D. McDonald	Director, Corporate Services and Human Resources
Ms. M. Nusink	Director, Finance
Mr. D. Smith	Program Director*
Ms. M. Cornwell	Manager, Communications*
Ms. C. Richards	Program Manager*
Mr. I. Santos	Manager, Information Technology
Ms. J. Gordon	Administrative Assistant
Mr. R. Perry	The Aylmer Express*
Mr. I. McCallum	My FM 94.1*

*\*Represents virtual participation*

**REGRETS:**

Mr. J. Preston	Board Member (Chair)
Mr. J. Herbert	Board Member

## **1.1 CALL TO ORDER, RECOGNITION OF QUORUM**

The board acknowledged B. Wheaton as Acting Chair for the session in light of J. Preston's absence. J. Gordon was introduced to the board as the Administrative Assistant to the Executive Leadership team. G. Jones joined the meeting remotely via Zoom.

## **1.2 AGENDA**

### **Resolution # (2023-BOH-0530-1.2)**

Moved by D. Warden

Seconded by D. Mayberry

That the agenda for the Southwestern Public Health Board of Health meeting for May 30, 2023, be approved.

Carried.

**1.3** Reminder to disclose Pecuniary Interest and the General Nature Thereof when Item Arises.

**1.4** Reminder that Meetings are Recorded for minute-taking purposes.

## **2.0 APPROVAL OF MINUTES**

### **Resolution # (2023-BOH-0530-2.1)**

Moved by M. Peterson

Seconded by M. Ryan

That the minutes for the Southwestern Public Health Board of Health meeting for April 27, 2023, be approved.

Carried.

## **3.0 CONSENT AGENDA**

None at this time.

## **4.0 CORRESPONDENCE RECEIVED REQUIRING ACTION**

### **Resolution # (2023-BOH-0530-4.1)**

Moved by M. Peterson

Seconded by D. Warden

That the Board of Health for Southwestern Public Health support correspondence 4.1, 2023 PHS Annual Service Plan & Budget Submission Support for Sufficient, Stable, and Sustained Funding for Local Public Health Agencies, April 17, 2023, from Hamilton Public Health Services.

Carried.

## **5.0 AGENDA ITEMS FOR INFORMATION.DISCUSSION.DECISION**

### **5.1 Chief Executive Officers Report**

C. St. John reviewed her report.

C. St. John highlighted the work done by the Vaccine Preventable Diseases team, acknowledging their effort and success in completing round 2 of school-based immunizations as well as catch-up clinics for area elementary students.

C. St. John reviewed SWPH's Employee Wellness work done as well as the internally-staffed Wellness Committee. She noted establishing a wellness culture in the organization was interrupted by the 3-year Covid pandemic, but employee well-being was a priority during that time and remains a priority even more so now.

C. St. John reviewed the Association of Local Public Health Agencies (alPHA) Annual General Meeting resolutions that will be presented for review and approval at the time. SWPH carries 5 votes and C. St. John notes she and Dr. Tran recommend the Board approve voting in support of all the resolutions.

C. St. John reviewed the first quarter financial statements, noting there are no areas of concern with respect to the financial picture and current expenditures.

J. Couckuyt asked for clarification on the numbers remaining to be immunized.

S. MacIsaac noted that there remain many students with outstanding records for the County of Oxford (approximately 1000) and the County of Elgin and City of St. Thomas (approximately 1000). She notes June 1, 2023, is the deadline for notifying the health unit, after which SWPH will issue school suspensions. September will be the start of a new record review cycle.

J. Couckuyt asked if SWPH anticipates catching up with the students next year.

S. MacIsaac noted that SWPH continues to allow students the opportunity to catch up and report to the health unit.

D. Mayberry asked for clarity regarding the first quarter financial statements, noting the 8% shortage given the majority of SWPH costs are staff-related. D. Mayberry asked if the organisation is hiring people for the summer.

C. St. John responded by noting students are hired in the summer as well as other placement students. She called attention to other factors contributing to the 8% such as leave of absences, long-term disability situations, secondment, etc.

D. Mayberry called attention to alPHA Resolution #A23-05: Monitoring Food Affordability in Ontario and Inadequacy of Social Assistance Rates, noting that other aspects such as rent, and energy rates should be considered as well.

Dr. Tran noted that prior to Covid, health units participated in the Nutritious Food Basket, a standard tool that will be updated this year that will take into account the monthly income of a family, noting different financial scenarios (i.e., size of family, Ontario Works, Ontario Disability Support Program, etc.), and the necessary expenditures for these households such as housing

costs (i.e., rent, electricity, water, etc.). Dr. Tran noted that while some households are able to absorb increases in food and other necessary expenditures, the population that is supported by Ontario Works (particularly unattached individuals) is most vulnerable to inflation and rising costs and likely face some form of deficit already.

J. Couckuyt noted he supports all 5 alPHa motions but wonders how the motions are then developed as actions.

C. St. John responded that, historically, when approved resolutions have been presented to provincial decision makers, they are accompanied by recommended next steps. She does note that some of these resolutions may vary locally when applied.

Dr. Tran added that there will likely be discussions that might produce more specific resolutions.

C. St. John noted that she will report to the Board on the alPHa annual general meeting as well as provide details regarding the discussion and outcomes of the resolutions session.

D. Mayberry noted that the ongoing issues with the St. Thomas site HVAC system might require a more substantial investment if the new company is unsuccessful in addressing those problems.

#### **Resolution # (2023-BOH-0530-5.1A)**

Moved by M. Peterson  
Seconded by D. Warden

That the Board of Health approve the first quarter financial statements for Southwestern Public Health.

Carried.

#### **Resolution # (2023-BOH-0530-5.1)**

Moved by M. Peterson  
Seconded by D. Warden

That Board of Health for Southwestern Public Health approve the Chief Executive Officer's report for May 30, 2023.

Carried.

### **7.0 TO CLOSED SESSION**

#### **Resolution # (2023-BOH-0530-C7)**

Moved by D. Warden  
Seconded by J. Couckuyt

That the Board of Health moves to closed session in order to consider one or more the following as outlined in the Ontario Municipal Act:

- (a) the security of the property of the municipality or local board;
- (b) personal matters about an identifiable individual, including municipal or local board employees;

- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;
- (h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- (j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

Other Criteria:

- (a) a request under the *Municipal Freedom of Information and Protection of Privacy Act*, if the council, board, commission or other body is the head of an institution for the purposes of that Act; or
- (b) an ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the *Ombudsman Act*, an Ombudsman referred to in subsection 223.13 (1) of this Act, or the investigator referred to in subsection 239.2 (1). 2014, c. 13, Sched. 9, s. 22.

Carried.

## 8.0 RISING AND REPORTING OF CLOSED SESSION

### Resolution # (2023-BOH-0530-C8)

Moved by M. Peterson  
Seconded by D. Warden

That the Board of Health rise with a report.

Carried.

### Resolution # (2023-BOH-0530-C3.1)

Moved by L. Rowden  
Seconded by D. Mayberry

That the Board of Health for Southwestern Public Health accept the Chief Executive Officer's Report for May 30, 2023.

Carried.

## 10.0 ADJOURNMENT

### Resolution # (2023-BOH-0530-10)

Moved by M. Peterson  
Seconded by D. Warden

That the meeting adjourn at 1:56 p.m.

Carried.

Confirmed: \_\_\_\_\_

