

**ALGOMA PUBLIC HEALTH  
BOARD OF HEALTH MEETING  
MINUTES  
SEPTEMBER 26, 2018 @ 5:00 PM - SSM ROOM A**

**PRESENT : BOARD MEMBERS**

Ian Frazier - Chair  
Sergio Saccucci - 1st Vice Chair  
Dr. Patricia Avery  
Deborah Graystone  
Adrienne Kappes  
Karen Raybould  
Dennis Thompson

**APH EXECUTIVES / MEMBERS**

Dr. Marlene Spruyt - MOH/CEO  
Dr. Jennifer Loo - AMOH  
Justin Pino - CFO /Director, Operations  
Antionette Tomie - Director, HR  
Laurie Zeppa - Director, Health Promotion / Prevention  
Tania Caputo - Board Secretary

**T/C :** none

**REGRETS :** Lee Mason, Lucas Castellani, Sue Jensen, Heather O'Brien, Ed Pearce

**1.0 Meeting Called to Order**

**a. Declaration of Conflict of Interest**

I. Frazier called the meeting to order at 5:00 pm  
No conflict of interest was declared

**2.0 Adoption of Agenda Items**

**Moved:** S. Saccucci

**Seconded:** P. Avery

**2018-64**

THAT the Agenda items dated September 26, 2018 be adopted as presented.

**CARRIED**

**3.0 Adoption of Minutes of Previous Meeting**

**a. June 27, 2018 Minutes**

**Moved:** K. Raybould

**Seconded:** D. Thompson

**2018-65**

THAT the Board of Health minutes for the month of June 2018 be adopted as presented.

**CARRIED**

**4.0 Delegations / Presentations**

**a. Health Promotion Framework**

K. Harper, Manager of Community Wellness and Chief Nursing Officer presented the Health Promotion Framework for APH. Questions were asked regarding services for smoking cessation. APH triages tobacco cessation calls and provides information about the services that are available. APH may refer clients to other agencies and healthcare providers who offer the support and services. APH focuses tobacco cessation services for those that otherwise would not have access.

Clients who request tobacco cessation medications other than nicotine replacement therapy are referred to a healthcare provider who can prescribe the product.

Comment made about the rural workplace cessation project and the unique opportunity to bring sessions to the worksite.

**5.0 Business Arising from Minutes**

## 6.0 Reports to the Board

### a. Medical Officer of Health and Chief Executive Officer Reports

#### i. MOH Report - September 2018

M. Spruyt provided an overview of the September report featuring the School Health report and 2nd Quarter Health Indicators. Volunteers will be called on to determine the Public Health Champion Award in October. An update was provided on the keynote speaker and events taking place for the 50th Anniversary Celebration on November 28th. The Community Health Profile was discussed and the link to the full report is provided in the Board of Health package for September.

**Moved:** P. Avery

**Seconded:** S. Saccucci

**2018-66**

THAT the report of the Medical Officer of Health and CEO for the month of September 2018 be adopted as presented.

**CARRIED**

#### ii. Retention of Smoke-Free Ontario Act

**Moved:** D. Graystone

**Seconded:** K. Raybould

Protection of Algoma youth from e-cigarette industry marketing through the retention of Smoke-Free Ontario Act, 2017 provisions that ban the display and promotion of vapour products (electronic or e-cigarettes)

WHEREAS the health and financial burden of disease caused by smoking in Ontario remains unacceptably high; and

WHEREAS Algoma's smoking rates are double that of Ontario; and

WHEREAS Algoma youth are less likely to remain abstinent from smoking; and

WHEREAS 17.4% of northern Ontario high school students used e-cigarettes in the past year despite the fact that it is illegal to sell or supply e-cigarettes to anyone under 19 years of age; and

WHEREAS when adolescents use e-cigarettes, they are at risk of multiple health harms, including nicotine addiction, impaired brain development, and a higher risk of ever smoking tobacco cigarettes; and

WHEREAS retailers with interior advertising and promotion of e-cigarettes are more likely to sell these products to youth; and

WHEREAS Canada's e-cigarette market may see a similar transformation as in the United States, where newer e-cigarette products containing higher levels of nicotine have achieved widespread popularity and market share among youth and young adults following intense, targeted marketing and promotion; and

WHEREAS as currently written, the Smoke-Free Ontario Act, 2017 includes provisions that ban the display and promotion of vapour products; and

WHEREAS the provincial government has paused the Smoke-Free Ontario Act, 2017 prior to its coming into force on July 1, 2018, in order to review provisions around vaping;

**2018-67**

NOW THEREFORE BE IT RESOLVED that the Board of Health for Algoma Public Health write to the Honourable Christine Elliott, Ontario Minister of Health and Long-Term Care, and to local Members of Provincial Parliament, Mr. Ross Romano and Mr. Michael Mantha, to recommend that Sections 4(1) and 4(2) of the Smoke-Free Ontario Act are retained as currently written, such that they (a) prohibit the display of vapour products in a manner that would permit a customer to view or handle the product before purchasing it; and (b) prohibit the promotion of vapour products in any place they are sold or in any manner if the promotion is visible from outside a place they are sold or offered for sale.

AND FURTHER THAT copies be sent to the Chief Medical Officer of Health of Ontario, Dr. David Williams, to the Association of Local Public Health Agencies (aLPHA), and to the Council of Medical Officers of Health (COMOH).

**CARRIED**

**b. Finance and Audit Committee Report**

**i. Financial Statements for the period ending July 31, 2018**

J.Pino presented the statements providing commentary on revenue and expenses. Commentary was provided on initiatives to reduce the surplus noted. A question was posed to consider showing the monthly paydown of the long term debt on the balance sheet. J.Pino will provide an update in regards to this question at a later Finance and Audit Committee meeting.

<b>2018-68</b>	<b>Moved:</b>	A. Kappes
	<b>Seconded:</b>	D. Thompson
	THAT the Financial statements for the period ending July 31, 2018 be approved as presented	

**ii. Supply of Security Guard Services**

J.Pino spoke to the Board members on the RFP P2018-08-01 for the Supply of Security Guard Services. A successful proponent has been selected. He highlighted the term of the new contract and potential savings.

<b>2018-69</b>	<b>Moved:</b>	D. Graystone
	<b>Seconded:</b>	K. Raybould
	Whereas: Algoma Public Health issued Request for Proposal (P2018-08-01) for the Supply of Security Services for its main office of 294 Willow Avenue, Sault Ste. Marie, and Whereas: Section 7(C) Contract/Leases of Algoma Public Health's Procurement Policy (02-04-030) states the Board must approve contracts where the contract/lease is for multiple years and exceeds \$55,000 per year  Therefore: Be it resolved that the Board of Health for the District of Algoma award the five-year contract (with and APH option to extend for a two year period) to "North East Regional Security Services Inc." being the highest scoring of the qualifying proposals	

**CARRIED**

**iii. Infant Development annual reconciliation**

<b>2018-70</b>	<b>Moved:</b>	S. Saccucci
	<b>Seconded:</b>	A. Kappes
	THAT the Board of Health receives and approves the Transfer Payment Annual Reconciliation for the Infant Development program as presented.	

**CARRIED**

**c. Governance Committee Report**

**i. September 2018 Governance Report**

The September meeting was cancelled due to lack of quorum. The items on the agenda will be moved to the next meeting.

**ii. Retirement Benefits for Employees Policy 02-05-050**

The policy content was outdated and no longer relevant to the Board of Health.

<b>2018-71</b>	<b>Moved:</b>	D. Graystone
	<b>Seconded:</b>	K. Raybould
	THAT the Retirement Benefits for Employees Policy 02-05-050 be archived as proposed	

**CARRIED**

**7.0 New Business/General Business**

None

## **8.0 Correspondence**

Discussions took place regarding the Basic Income Pilot correspondence, Cannabis and Smoke Free Act developments.

- a. Consultation Opportunity: National Pharmacare (previously circulated)
- b. Letter to the Minister of Health and the Minister of Justice and Attorney General of Canada from Simcoe Muskoka District Health Unit regarding A Public Health Approach to Drug Policy Reform dated July 10, 2018
- c. Letter to the Premier from Middlesex-London Health Unit regarding Cannabis Sales Taxation Endorsement dated August 30, 2018
- d. Letter to the Premier from Huron County Health Unit regarding Ontario Basic Income Pilot dated September 6, 2018
- e. Letter to the Minister of Children, Community and Social Services from Haliburton, Kawartha, Pine Ridge District Health Unit regarding Ontario Basic Income Pilot Project dated August 17, 2018
- f. Letter to the Premier, the Minister of Children, Community and Social Services and the Minister of Health and Long Term Care from Sudbury District Health Unit regarding Ontario Basic Income Pilot Project dated August 3, 2018
- g. Letter to the Premier, the Minister of Children, Community and Social Services and the Minister of Health and Long Term Care from Timiskaming Health Unit regarding Ontario Basic Income Pilot Project dated August 8, 2018
- h. Letter to the Minister of Children, Community and Social Services from Simcoe Muskoka Health Unit regarding Ontario Basic Income Pilot Project dated August 1, 2018
- i. Letter to the Minister of Children, Community and Social Services from Peterborough Health Unit regarding Ontario Basic Income Pilot Project dated August 3, 2018
- j. Letter to the Premier from Grey Bruce Health Unit regarding Smoke Free Ontario Act dated July 27, 2018
- k. Letter to the Premier from Sudbury District Health Unit regarding Smoke Free Ontario Act dated July 3, 2018
- l. Letter to the Premier from Chatham-Kent Health Unit regarding Smoke Free Ontario Act dated July 23, 2018
- m. Letter to the Minister of Health from Middlesex-London Health Unit regarding Smoke Free Ontario Act dated July 20, 2018

## **9.0 Items for Information**

## **10.0 Addendum:**

**11.0 In-Camera 6:05 pm**

**Moved:** P. Avery

**Seconded:** S. Sacucci

**2018-72**

**THAT the Board of Health go In-Camera  
CARRIED**

**Agenda Items:**

- a. Adoption of in-camera minutes dated April 25, 2018, May 23, 2018, and June 27, 2018
- b. Litigation or potential litigation
- c. Security of the property of the board

**12.0 Open Meeting**

The Board of Health returned to open meeting with report

- a. Resolutions resulting from in-camera meeting:

- i. 2018 Risk Management Model

**Moved:** D. Graystone

**Seconded:** A. Kappes

**2018-73**

**THAT the Board of Health accepts and approves the 2018 Algoma Public Health Risk  
Management Model as presented  
CARRIED**

**13.0 Announcements / Next Committee Meetings:**

**Finance & Audit Committee**

October 10, 2018 @ 4:30 pm

Prince Meeting Room, 3<sup>rd</sup> Floor

**Next Board of Health Meeting:**

October 24, 2018 @ 5:00 pm

Sault Ste. Marie, Room A

**14.0 Evaluation**

- f. Frazier reminded Board members to complete the meeting evaluation

**15.0 Adjournment**

**Moved:** D. Thompson

**Seconded:** P. Avery

**2018-74**

**THAT the Board of Health meeting adjourns  
CARRIED**

  
Ian Frazier, Chair

  
Tania Caputo, Secretary

October 24, 2018

Date

October 24, 2018

Date