



## Board of Health Meeting

### MINUTES

June 28, 2023 at 5:00 pm

SSM Algoma Community Room | Video/Teleconference

#### **BOARD MEMBERS**

**PRESENT:** Luc Morrisette - 1st Vice-Chair  
Deborah Graystone - 2nd Vice-Chair  
Loretta O'Neill  
Sonia Tassone  
Suzanne Trivers  
Jody Wildman

#### **APH MEMBERS**

Dr. Jennifer Loo - Medical Officer of Health & CEO  
Dr. John Tuinema - Associate Medical Officer of Health  
Antoniette Tomie - Director of Corporate Services  
Laurie Zeppa - Acting Director of Health Protection  
Kristy Harper - Acting Director of Health Promotion & Chief Nursing Officer  
Leo Vecchio - Manager of Communications  
Leslie Dunseath - Manager of Accounting Services  
Tania Caputo - Board Secretary  
Trina Mount - Executive Assistant

**GUESTS:** Nick Minardi - Manager of Immunization, Liliana Bressan - Manager of Effective Public Health Practice  
**REGRETS:** Sally Hagman - Chair, Matthew Shoemaker - BOH member, Julila Hemphill - BOH member

#### **1.0 Meeting Called to Order 5:07 pm by L. Morrisette as the Board Chair in S. Hagman's absence**

- a. Reflective Land Acknowledgment - read by J. Loo
- b. Declaration of Conflict of Interest - no conflicts declared
- c. Roll Call

#### **2.0 Adoption of Agenda**

##### **RESOLUTION 2023-64**

**Moved:** D. Graystone

**Seconded:** S. Trivers

THAT the Board of Health agenda dated June 28, 2023 be approved as presented.

**CARRIED**

#### **3.0 Delegations / Presentations**

- a. Vaccines & Immunization - More than needles in arms

N. Minardi provided an overview of Ontario Public Health Standards for Immunization, describing how our current work aligns with the Strategic Plan, the importance of effective vaccine administration and transportation, health promotion, the need for community involvement and plans to move this important work forward.

#### **4.0 Adoption of Minutes of Previous Meeting**

##### **RESOLUTION 2023-65**

**Moved:** D. Graystone

**Seconded:** L. O'Neill

THAT the Board of Health minutes dated May 24, 2023, be approved as presented.

**CARRIED**

#### **5.0 Business Arising from Minutes**

Not applicable.

## 6.0 Reports to the Board

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

#### i. MOH Report - June 28, 2023

- Program Highlight – From pandemic to recovery: Data and partnerships underpin the work of the Infectious Diseases Program

J. Loo provided an overview of the report highlighting air quality concerns and extreme heat, leading to amplified health risk and strategy messaging to protect vulnerable residents in our communities. She spoke about raising awareness and supporting income-based policies for food insecurity. APH is issuing communications to encourage students to get immunizations up to date for vaccine-preventable diseases before school resumes in September. J. Loo spoke about partnerships and celebrations for National Indigenous History Month and Indigenous Peoples Day and work with allies to promote the health and wellbeing of Algoma's 2SLGBTQQA+ individuals and communities.

#### **RESOLUTION 2023-66**

**Moved:** J. Wildman  
**Seconded:** S. Trivers

THAT the report of the Medical Officer of Health and CEO for June 28, 2023 be accepted as presented.

**CARRIED**

#### ii. Support for Income Based Policies to Reduce Food Insecurity

A letter outlining support for this resolution will be drafted by the Community Wellness team.

#### **RESOLUTION 2023-67**

**Moved:** D. Graystone  
**Seconded:** S. Trivers

THAT the Board of Health support the resolution regarding income based policies to reduce food insecurity as presented.

**CARRIED**

#### iii. Local Public Health at Work in Algoma - 2022 Report to the Community

J. Tuinema noted that 2022 was a transitional period for APH that marked an increased emphasis on our recovery following the global COVID-19 emergency. The report is available in the meeting package and is posted on the APH website:

[https://www.algomapublichealth.com/media/6778/aph\\_report-to-the-community-2022\\_final.pdf](https://www.algomapublichealth.com/media/6778/aph_report-to-the-community-2022_final.pdf)

## 6.0 b. Finance and Audit

#### i. Finance and Audit Committee Chair Report

L. Morrisette provided a summary of the June 21, Finance and Audit Committee Meeting.

#### **RESOLUTION 2023-68**

**Moved:** S. Trivers  
**Seconded:** L. O'Neill

THAT the Finance and Audit Committee Chair Report for June 21, 2023 be accepted as presented.

**CARRIED**

#### ii. Unaudited Financial Statements ending April 30, 2023

L. Dunseath provided a summary of the financial statements.

#### **RESOLUTION 2023-69**

**Moved:** S. Tassone  
**Seconded:** S. Trivers

THAT the Board of Health approves the Unaudited Financial Statements for the period ending April 30, 2023, as presented.

**CARRIED**

**iii. Policy 02-04-030 - Procurement**

A. Tomie spoke about proposed increase to signing authority and updates to language and titles.

**RESOLUTION**

**2023-70**

**Moved:** S. Trivers

**Seconded:** S. Tassone

THAT the Board of Health approve **Policy 02-04-030 - Procurement**, as presented.

**CARRIED**

**iv. Policy 02-05-020 - Travel**

A. Tomie provided an overview of the changes to tips and gratuities. Staff will consider wording for high cost scenarios and bring back to the Finance and Audit Committee at the next meeting.

**RESOLUTION**

**2023-71**

**Moved:** S. Trivers

**Seconded:** J. Wildman

THAT the Board of Health approve **Policy 02-05-020 - Travel**, as presented.

**CARRIED**

**v. Bylaw 95-2 - To Provide for Banking and Finance**

**RESOLUTION**

**2023-72**

**Moved:** S. Trivers

**Seconded:** D. Graystone

THAT the Board of Health approve **Bylaw 95-2 - To Provide for Banking and Finance**, as presented.

**CARRIED**

**vi. Bylaw 95-3 - To Provide for the Duties of the Auditor of the Board of Health**

**RESOLUTION**

**2023-73**

**Moved:** L. O'Neill

**Seconded:** S. Trivers

THAT the Board of Health approve **Bylaw 95-3 - To Provide for the Duties of the Auditor of the Board of Health**, as presented.

**CARRIED**

**7.0 New Business/General Business**

Not applicable.

**8.0 Correspondence**

- a. Letter to the Minister of Health, Canada, Minister of Intergovernmental Affairs, Infrastructure and Communities, Canada, Minister of Health Ontario, Minister of Municipal Affairs and Housing Ontario, from Sudbury & Districts Public Health regarding **Support for Improved Indoor Air Quality in Public Settings**, dated May 30, 2023.
- b. Letter to the Minister of Children, Community and Social Services from Huron Perth Public Health regarding **Request for Immediate Funding for Student Nutrition Programs and to Increase Funding for Future School Years**, dated June 1, 2023.
- c. Letter to the Minister of Health, Canada, from Huron Perth Public Health, regarding **Support for Bill S-254, an Act to amend the Food and Drug Act (warning labels on alcoholic beverages)** dated June 1, 2023.
- d. Letter to the Ministry of Families, Children and Social Development, Ministry of Agriculture and Agri-Food, Ministry of Health, from Huron Perth Public Health, regarding **Federal School Food Policy**, dated June 1, 2023.
- e. Letter to the Minister of Health, Canada, from Sudbury District Public Health regarding **Bill S-254 An Act to amend the Food and Drugs Act (warning label on alcoholic beverages)** dated June 6, 2023.

- f. Letter to the Minister of Health, Canada, from Algoma Public Health regarding **Support for Bill S-254, an Act to amend the Food and Drug Act (warning labels on alcoholic beverages)** dated June 8, 2023.
- g. Letter to the Bureau of Policy, Intergovernmental and International Affairs, Food Directorate, from Middlesex-London Health Unit, regarding **Consultation on Restricting Food Advertising Primarily Directed at Children**, dated June 9, 2023.
- h. Letter to the Minister of Health, Ontario, from Sudbury and Districts Public Health regarding **Public Health Funding**, dated June 23, 2023.

## 9.0 Items for Information

- a. **alPHA Information Break - June 2023 - for information only**

## 10.0 Addendum

Not applicable.

## 11.0 In-Camera - 6:25 pm

For discussion of labour relations and employee negotiations, **matters about identifiable individuals, adoption of in camera minutes, security of the property of the board**, litigation or potential litigation.

<b>RESOLUTION</b>
<b>2023-74</b>

**Moved:** S. Tassone  
**Seconded:** J. Wildman

THAT the Board of Health go in-camera.

**CARRIED**

## 12.0 Open Meeting - 6:30 pm

Resolutions resulting from in-camera meeting.

### **Supply of Janitorial Services (294 Willow Avenue)**

<b>RESOLUTION</b>
<b>2023-77</b>

**Moved:** S. Trivers  
**Seconded:** S. Tassone

WHEREAS, Algoma Public Health issued Request for Proposal (P2023-05-02) for the Supply of Janitorial Services for its main office at 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 three-year contract to "Bee-Clean Building Maintenance" being the lowest price of the qualifying proposals.

**CARRIED**

## 13.0 Announcements / Next Committee Meetings:

### **Governance Committee Meeting**

Wednesday, September 13, 2023 - 5:00 pm

SSM Algoma Community Room | Video Conference

### **Board of Health**

Wednesday, September 27, 2023 - 5:00 pm

SSM Algoma Community Room | Video Conference

**Finance and Audit Committee Meeting**

Wednesday October 11, 2023 - 5:00 pm

SSM Algoma Community Room | Video Conference

**14.0 Evaluation**

L. Morrisette reminded Board members to complete the meeting evaluation.

**15.0 Adjournment 6:34 pm**

**RESOLUTION**

**2023-78**

**Moved:** S. Trivers

**Seconded:** L. O'Neill

THAT the Board of Health meeting adjourns.

**CARRIED**



Sally Hagman, Board of Health Chair

September 27, 2023

Date



Tania Caputo, Board of Health Secretary

September 27, 2023

Date