

**ALGOMA PUBLIC HEALTH  
BOARD OF HEALTH MEETING - MINUTES  
MAY 23, 2018 @ 5:00 PM - SSM ROOM B**

**PRESENT : BOARD MEMBERS**

Ian Frazier  
Sergio Saccucci  
Lee Mason  
Dr. Heather O'Brien  
Deborah Greystone  
Adrienne Kappes  
Dr. Patricia Avery  
Dennis Thompson  
Karen Raybould

**APH EXECUTIVES/ MEMBERS**

Dr. Marlene Spruyt *MOH / CEO*  
Dr. Jennifer Loo *AMOH*  
Justin Pino *CFO / Director of Operations*  
Antionette Tomie *Director of HR / Corporate Services*  
Laurie Zeppa *Director of Health Promotion & Prevention*  
Tania Caputo *EA To MOH and Secretary to the BoH*

**T/C : Sue Jensen**

**REGRETS : Dr. Lucas Castellani**

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**1.0 Meeting Called to Order**

Mr. Frazier called the meeting to order at 5:03 pm

**a. Land Acknowledgement**

Deferred to June Agenda

**b. Declaration of Conflict of Interest**

Mr. Frazier called for conflicts of interest; none were declared

**2.0 Adoption of Agenda Items**

**Moved:** L. Mason

**Seconded:** H. O'Brien

**2018-49**

THAT the Agenda items dated May 23, 2018 be adopted as amended

**CARRIED**

**3.0 Adoption of Minutes of Previous Meeting**

**a. April 25, 2018 Minutes**

Deferred to June agenda - additional details required

**4.0 Delegations / Presentations**

**a. Inspection Programs – Food Safety**

Mr. Chris Spooner, Manager of Environmental Health, presented information on the importance and goals of the APH Food Safety Program. Discussion ensued regarding compliance rates and inspections. Questions were asked and answered on the risk levels of various food prep circumstances, food handler courses and guidelines. Information on the APH website is available for the public along with Restaurant Inspection Reports.

## **5.0 Business Arising from Minutes**

### **a. APH BoH Annual Schedule - Updated**

The calendar outlines the main planned activities by month in each of the Board of Health, Finance & Audit Committee and Governance Committee Meetings. The schedule will continue to evolve as needed.

## **6.0 Reports to the Board**

### **Medical Officer of Health and Chief Executive Officer Reports**

#### **i. MoH Report - May 2018**

Dr. Spruyt's report highlighted the 3 day Bridges out of Poverty training event in partnership with SSM District Social Services. The Program Highlights included this month were "The District" Board Report and Baby Friendly Initiative Annual Report

#### **ii. Highlights of Changes to Ontario's Food Premises Regulation**

#### **iii. Highlights of Changes to Ontario's Public Pool and Public Spa Regulations**

#### **iv. Highlights of Changes to Ontario's Recreational Camps Regulation**

	<b>Moved:</b> P. Avery
	<b>Seconded:</b> K. Raybould
<b>2018-50</b>	THAT the report of the Medical Officer of Health and CEO report for the month of May 2018 be adopted as presented.
	<b>CARRIED</b>

### **b. Finance and Audit Committee Report**

#### **i. Draft Financial Statements for the period ending March 31, 2018**

Discussion on the funding announcement that was received early this year with the first increase to base funding since 2014. The senior team is currently planning on the allocations of those funds and the board will continue to see updates as those develop. Questions and answers on the programs, positions and expenses driving the outcomes. Salary and wages are important factors and therefore vital to understand needs based on new work and then post for positions once all factors are considered.

	<b>Moved:</b> A. Kappes
	<b>Seconded:</b> D. Thompson
<b>2018-51</b>	THAT the Draft Financial Statements for the period ending March 31, 2018 be approved as presented
	<b>CARRIED</b>

## **7.0 New Business/General Business**

## **8.0 Correspondence**

### **a. Repeal of Section 43 of the Criminal Code**

#### **i Letter to the Minister of Justice from Peterborough Public Health dated April 23, 2018**

## **b. Tobacco and Smoke-Free**

- i Letter to Peterborough MPP from Peterborough Public Health dated May 3, 2018
- ii Letter to Haliburton-Kawartha Lakes-Brock MPP from Peterborough Public Health dated May 3, 2018
- iii Letter to Ontario Film Review Board from Peterborough Public Health dated May 3, 2018
- iv. Letter to all Ontario Public Health Units from the Provincial Minister of Health dated May 3, 2018

## **9.0 Items for Information**

### **a. Smoke-Free Ontario – The Next Chapter-2018**

Dr. Spruyt pointed out this item as specific information relevant to APH as our district has one of the highest percentages of tobacco use in Ontario. Strategies outlined within could potentially be implemented. Questions and discussion regarding if additional funding dollars could be utilized for such initiatives. Following discussion cited the Northern Ontario Equity Strategy council that look to find solutions that are tailored to our specific needs .

### **b. ALPHa Resolutions for Consideration at June 2018 Annual General Meeting**

### **c. Oral Health Report 2018 Update – Windsor – Essex County**

### **d. Oral Health Report Recommendation – Amended Motion**

## **10.0 That The Board of Health go In-Camera**

**Moved:** D. Greystone

**Seconded:** L. Mason

**2018-52**

THAT the Board of Health go In-Camera at 6:03 pm

**CARRIED**

Mr. Justin Pino and Mr. Leo Vecchio excused themselves from the meeting prior to the in-camera session.

## **11.0 That The Board of Health go into Open Meeting**

**Moved:** L. Mason

**Seconded:** H. O'Brien

**2018-53**

THAT the Board of Health go into open meeting at 6:34 pm

**CARRIED**

## **12.0 Addendum: By-law 06-02 Ontario Building Code Appointments be approved as presented**

A change in organizational structure led to the revision of the bylaw and discussion took place regarding the training requirement for the Chief Building Officer.

**Moved:** H. O'Brien

**Seconded:** S. Saccucci

**2018-54**

THAT the By-law 06-02 Ontario Building Code Appointments be approved as presented

**CARRIED**

**13.0 Announcements:**

**Next Committee Meetings:**

**Governance Standing Committee**

June 7, 2018 @ 4:30 pm

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

**Finance and Audit Committee**

June 13, 2018 @ 4:30 pm

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

**Next Board Meeting:**

June 27, 2018 @ 5:00pm

Sault Ste. Marie, Room A

**15.0 That the meeting adjourn**

**Moved:** H. O'Brien

**Seconded:** A. Kappes

**2018-55**

THAT the Board of Health meeting adjourns

**CARRIED**

  
\_\_\_\_\_  
Ian Frazier, Chair

  
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Tania Caputo, Secretary

7/11/18  
\_\_\_\_\_  
Date

July 11 - 2018  
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Date