

**Board of Health for the  
Peterborough County-City Health Unit  
Minutes  
Wednesday, January 21, 2009  
(County Court House, 470 Water Street, Peterborough)**

**Present:**

**Board Members:** Councillor Henry Clarke  
Councillor Jack Doris  
Mr. Jim Embrey  
Mr. Paul Jobe  
Chief Keith Knott  
Reeve Ron Millen  
Deputy Reeve Madeline Pearson  
Mr. David Watton  
Deputy Reeve Andy Sharpe

**Regrets:** Councillor Patti Peeters

**Staff:** Dr. Rosana Pellizzari, Medical Officer of Health  
Mrs. Linda Hughes, Executive Assistant  
Mr. Tom Cathcart, Director, Health Protection  
Mrs. Maureen McKeen, Director, Health Promotion  
Mrs. Lorraine Skipwith, Director, Administrative Services  
Ms. Shawn Telford-Eaton, Public Health Inspector  
Ms. Carolyn Doris, Public Health Nutritionist

**1. Call to Order**

In accordance with Board of Health By-Law Number 3, The Calling of and Proceedings at Meetings, Dr. Pellizzari called the meeting to order at 4:50 p.m. Dr. Pellizzari welcomed everyone to the first meeting of the Board of Health for 2009.

Dr. Pellizzari introduced new member of staff, Ms. Sarah Peacock, Epidemiologist.

2. Elections

2.1 Chairperson

Prior to calling for nominations for the position of Chairperson of the Board of Health for 2009, Dr. Pellizzari recognized outgoing Chairperson, Reeve Ron Millen. Dr. Pellizzari stated that he had done a great job as Chairperson of the Board of Health and she considered it an honour to have had the opportunity to work with him. As a token of staff's appreciation for Reeve Millen's leadership during 2008, Dr. Pellizzari presented Reeve Millen with a leather portfolio.

Reeve Millen took a few minutes to thank the members of the Board of Health, Dr. Pellizzari, and staff for their support and assistance during 2008. Reeve Millen gave special thanks to Mrs. Linda Hughes, Executive Assistant, for her work throughout the year.

Dr. Pellizzari called for nominations for the position of Chairperson of the Board of Health for 2009.

Moved by	Seconded by
Mr. Jobe	Deputy Reeve Pearson
That Councillor Henry Clarke be nominated Chairperson of the Board of Health for 2009.	

Councillor Clarke agreed to let his name stand for the position of Chairperson.

Moved by	Seconded by
Councillor Doris	Mr. Watton
That nominations be closed.	- Carried - (M-09-01)

Dr. Pellizzari declared nominations closed.

Councillor Clarke was acclaimed to the position of Chairperson of the Board of Health for the year 2009.

2. Elections (Cont'd)

2.1 Chairperson (Cont'd)

Councillor Clarke thanked the members of the Board of Health for acclaiming him to the position of Chairperson of the Board of Health for 2009.

Before assuming chairmanship of the meeting Councillor Clarke thanked Dr. Pellizzari for chairing the first part of the meeting.

2.2 Vice-Chairperson

Councillor Clarke called for nominations for the position of Vice-Chairperson of the Board of Health for 2009.

Moved by	Seconded by
Deputy Reeve Pearson	Councillor Doris
That Mr. Jim Embrey be nominated Vice-Chairperson of the Board of Health for 2009.	

Mr. Embrey agreed to let his name stand for the position of Vice-Chairperson.

Moved by	Seconded by
Deputy Reeve Sharpe	Reeve Millen
That nominations be closed.	- Carried - (M-09-02)

Councillor Clarke declared nominations closed.

Mr. Embrey was acclaimed to the position of Vice-Chairperson of the Board of Health for the year 2009.

3. Committees

Moved by	Seconded by
Mr. Jobe	Deputy Reeve Pearson
That the following committee appointments be approved for 2009.	
<u>Negotiating Committee</u>	
Mr. Watton, Deputy Reeve Pearson, Chief Knott, Mr. Jobe, and Mr. Embrey	
<u>Property Committee</u>	
Councillor Clarke, Mr. Jobe, Deputy Reeve Sharpe, and Reeve Millen	

- Carried – (M-09-03)

The Chairperson is an ex-officio member of all Board of Health committees.

4. **Establishment of Date and Time of Regular Meetings**

Moved by Mr. Embrey  
That the regular meetings of the Board of Health be held on the second Wednesday of each month starting at 4:45 p.m. in the Board Room, 10 Hospital Drive, Peterborough, unless otherwise agreed, or at the call of the Chairperson.

Seconded by  
Chief Knott

- Carried - (M-09-04)

5. **Establishment of Honourarium for 2009**

Moved by Deputy Reeve Sharpe  
That staff obtain for the next Board of Health meeting additional information regarding the County of Peterborough's By-law dealing with remuneration for members of County Council; and that Board members' honorarium remain at \$145.61 until the rate is reviewed by the Board of Health at its next regular meeting.

Seconded by  
Deputy Reeve Pearson

- Carried (M-09-05)

6. **Approval of Agenda**

Moved by Deputy Reeve Pearson  
That the agenda be approved as circulated.

Seconded by  
Mr. Watton

- Carried (M-09-06)

7. **Presentations**

7.1 **Small Drinking Water Systems Program**

Shawn Telford-Eaton, Public Health Inspector presented information on the Small Drinking Water System Program and its' requirements, which came into effect on December 1, 2008. The presentation included information on the types of systems that will be inspected, the regulations that govern these water systems, in addition to the Public Health Inspector's and Health Unit's roles in this program. Ms. Telford-Eaton outlined the activities that the Health Unit will be undertaking from February until May of 2009 and beyond in order to get the small drinking water system program into full operation.

7. **Presentations (Cont'd)**

7.2 **School Nutrition**

Mrs. Carolyn Doris, Public Health Nutritionist reported that *Healthy Foods for Healthy Schools: Supporting Local Schools Healthy Schools* initiatives of the Ontario Ministry of Education, including Bill 8 (Trans Fat legislation), has led to increased awareness and interest in supportive school environments. Health Unit staff, in cooperation with other local health units, has supported local school boards in developing comprehensive nutrition policies. The Peterborough, Victoria, Northumberland, Clarington Catholic District School Board nutrition policy will be presented for final approval in January and the Kawartha Pine Ride District School Board policy has been posted for input from school communities. Both policies use a comprehensive health promotion approach that will help to make the healthy choice the easy choice for students in local schools.

8. **Approval of the Minutes**

The following correction to the minutes was requested.

Ref: Page #6, 8.2

Change: Councillor Ayotte to Mayor Ayotte

Moved by

Mr. Embrey

Seconded by

Mr. Jobe

That the corrected minutes of the Board of Health meeting held on December 3, 2008 be approved.

- Carried - (M-09-10)

9. **Business Arising from the Minutes**

9.1 **Establishment of Date and Time for Board Members' Inservice on Board Governance Models**

March 11, 2009 (date of regular Board of Health meeting)

Inservice to start at 4:00 p.m. One-half hour during the inservice will be designated for regular Board of Health business.

9.2 **Other Business Arising from the Minutes**

No other business arising from the minutes was discussed.



11. **Reports**

Medical Officer of Health

Organizational Chart

Dr. Pellizzari highlighted changes that have been made to the Health Unit's organizational structure to support the implementation of the new Ontario Public Health Standards. Dr. Pellizzari explained that she expects that there will be additional changes as management works through the implementation of the new program standards.

It was pointed out that the private sewage program was not indicated on the revised organizational chart. Dr. Pellizzari stated that the program is a direct report to the Director, Health Protection.

Smoke Free Ontario

Effective today, an amendment to Smoke Free Ontario Act prohibits smoking in cars with children under the age of 16. Police officers are responsible for the enforcement of this amendment.

Influenza

Dr. Pellizzari provided an update on the efficacy this year's influenza vaccine. To date there have only been sporadic cases of influenza reported in our area.

Dr. Pellizzari will arrange for two members of the Board of Health to be vaccinated prior to the February Board of Health meeting.

Moved by  
Mr. Jobe

Seconded by  
Mr. Watton

That the Medical Officer of Health's report be received for information.

- Carried – (M-09-12)

12. **New Business**

12.1 2009 Budget

Reeve Millen acknowledged and thanked staff for the extensive work that had been done to prepare the 2009 budget.

Moved by  
Deputy Reeve Pearson

Seconded by  
Mr. Embrey

That the 2009 budget for public health programs and services in the total amount of \$6,521,907.00 be approved.

- Carried – (M-09-13)

12. New Business (Cont'd)

12.2 Private Sewage Program

Deputy Reeve Sharpe stated that there had been some discussion at County Council regarding private sewage system property set backs. He asked that a report be prepared for the next Board of Health meeting and that the report include some possible solutions.

Dr. Pellizzari stated that a staff report will be prepared for the Board's February meeting

13. In Camera

Moved by Chief Knott  
That the Board of Health go In Camera to discuss confidential matters.

Seconded by Mr. Embrey

- Carried – (M-09-14)

Moved by Deputy Reeve Sharpe  
That the Board of Health rise from In Camera

Seconded by Mr. Embrey

- Carried – (M-09-15)

Moved by Mr. Jobe  
That the Board of Health authorize the Medical Officer of Health to hire an individual, on a contract basis, to take part in an 18 month pilot project involving Health Unit marketing, communications, and media activities; and that costs associated with the project be covered within the base operating budgets approved by the Board of Health (M-09-13).

Seconded by Deputy Reeve Pearson

- Carried (M-09-16)

Moved by: Mr. Watton  
That the Board of Health approve the following revised Board of Health policies.

Seconded by Councillor Doris

- Personnel Policy – Immunization and Tuberculin Testing, Staff and Students
- Personnel Policy – Hours of Work

- Carried – (M-09-17)

Moved by

Chief Knott

Seconded by:

Mr. Jobe

That in the absence of the Medical Officer of Health, the following medical officers be authorized as Acting Medical Officer of Health for the Peterborough County-City Health Unit including the signing/issuing of any Health Protection and Promotion Act Section 13, 14, 22, or 22.1 orders.

- Medical Officer of Health, Grey Bruce Health Unit
- Medical Officer of Health, Leeds, Grenville & Lanark District Health Unit
- Medical Officer of Health and/or Associate Medical Officer of Health for the Regional Municipality of Durham Health Department
- Medical Officer of Health, Hastings and Prince Edward Counties Health Unit
- Medical Officer of Health and/or Associate Medical Officer of Health for the Simcoe Muskoka District Health Unit
- Medical Officer of Health, Haliburton, Kawartha, Pine Ridge District Health Unit.

- Carried – (M-09-18)

**14. Date, Time and Place of Next Meeting**

The Board of Health will be held on Wednesday, February 11, 2009 in the Board Room at 10 Hospital Drive, or at the call of the Chairperson.

**15. Adjournment**

Moved by

Deputy Reeve Sharpe

That the meeting be adjourned.

Seconded by

Deputy Reeve Pearson

- Carried - (M-09-19)

The meeting adjourned at 8:00 p.m.

---

Chairperson

---

Medical Officer of Health