

## THUNDER BAY DISTRICT HEALTH UNIT

**MINUTES OF MEETING: BOARD OF HEALTH**

**DATE:** JUNE 17, 2008

**TIME:** 12:34 P.M.

**PLACE:** BOARD ROOM

**CHAIR:** MR. J. VIRDIRAMO

**BOARD MEMBERS PRESENT:**

Ms. C. Bryson  
Mr. N. Gale  
Ms. C. Gillies  
Ms. M. Harding  
Ms. S. Hunt  
Mr. J. MacEachern  
Mr. J. Masters  
Ms. B. Metzler  
Ms. L. Tolmonen  
Mr. J. Virdiramo

**ADMINISTRATION PRESENT:**

Dr. E. Alvarez, Associate Medical Officer of Health  
Mr. K. Allan, Director, Health Protection  
Ms. J. Black, Director, Health Promotion  
Mr. D. Heath, Business Administrative Officer  
Ms. B. Moro, Executive Assistant to the Medical Officer of Health/CEO and Secretary to the Board

**REGRETS:**

Mr. T. Fox  
Mr. S. Harasen  
Ms. L. Kloosterhuis  
Mr. E. Rutherford

**The Chair called the meeting to order at 12:34 p.m.**

**1. ATTENDANCE AND ANNOUNCEMENTS**

The Chair made the following announcements at the meeting:

- Letter from ALPHA, dated May 6, 2008 awarding Board Member Maria Harding with a 2008 Distinguished Service Award recognizing significant contributions to public health at the provincial level.
- Letter from Dr. David Williams, Chief Medical Officer of Health (A), dated June 11, 2008, thanking Dr. Nancy Cameron for her service to the Thunder Bay District Health Unit.

**1. ATTENDANCE AND ANNOUNCEMENTS** (Continued)

- Letter from Dr. Nancy Cameron, dated May 27, 2008, thanking the Board of Health for their gift.
- A letter from OCCHA, dated June 6, 2008, attaching a copy of the proposed changes to the OCCHA Accreditation Process and Standards for feedback.
- Ask the members of the Board to solicit interested individuals to sit on the Board of Health as a City of Thunder Bay appointee

The Chair announced the following regrets at the meeting:

- Terry Fox
- Steven Harasen
- Lucy Kloosterhuis
- Eric Rutherford

**2. DECLARATIONS OF INTEREST**

There were no disclosures of interest.

**3. AGENDA APPROVAL**

The following item was added to the agenda:

- Verbal overview of the alPHa Conference held on June 8 and 9, 2008 in Alliston, Ontario by Board Member, Mr. J. Masters

Resolution No. 2008-56

MOVED BY: Mr. J. MacEachern  
SECONDED BY: Ms. C. Bryson

THAT the Agenda for the Regular Board of Health Meeting to be held on June 17, 2008, be approved, as amended.

CARRIED

**4. INFORMATION SESSION**

4.01 Safe Water Program  
Transfer of Small Drinking Water Systems

Mr. K. Allan, Director – Health Protection introduced Mr. C. Beveridge, Manager – Environment who appeared before the Board, gave a PowerPoint presentation relative to the above noted and responded to questions.

**4. INFORMATION SESSION** (Continued)

4.01 Safe Water Program  
Transfer of Small Drinking Water Systems (Continued)

Mr. Chris Beveridge was requested to investigate the regulations relative to wells serving individual residences and report back to the Board.

4.02 Food and Beverage Advertising to Children

Issue Report No. 39-2008 relative to providing information to the Board relative to the above noted.

Attachment A – Memo from Toronto Board of Health to Interested Parties, dated February 26, 2008, relative to Food and Beverage Marketing to Children, as listed in Report No. 39-2008.

Ms. J. Black, Director – Health Promotion introduced Ms. J. Piper, Public Health Nutritionist and Ms. L. Fraser, Health Promotion Planner who provided an overview of the report, gave a PowerPoint presentation and responded to questions.

Resolution No.: 2008 – 57

MOVED BY: Mr. N. Gale  
SECONDED BY: Ms. S. Hunt

WHEREAS the Thunder Bay District Board of Health is committed to improving children's health, including the promotion of healthy weights;

AND WHEREAS the Toronto Board of Health has concluded that a ban on advertising of food and beverages to children under the age of thirteen years is in the best interest of children's health;

AND WHEREAS the Toronto Board of Health is seeking endorsement from other Boards of Health of their position and has requested that they advocate to Health Canada and Industry Canada for a prohibition on all commercial advertising of food and beverages to children under the age of thirteen years;

THEREFORE BE IT RESOLVED THAT the Thunder Bay District Board of Health endorse the Toronto Board of Health's position relative to the prohibition on all commercial advertising of food and beverages to children under the age of thirteen years;

**4. INFORMATION SESSION** (Continued)

4.02 Food and Beverage Advertising to Children (Continued)

AND FURTHER THAT the Thunder Bay District Board of Health urge Health Canada and Industry Canada to prohibit all commercial advertising of food and beverages to children under the age of thirteen years;

AND FURTHER THAT the Thunder Bay District Board of Health support private member's Bill C-414, the Child Protection Against Advertising Exploitation Act, and convey this support to the federal Minister of Health and our local MPs.

AND FURTHER THAT the Thunder Bay District Board of Health support the private member's bill, an Act to amend the Consumer Protection Act, and convey this support to the provincial Minister of Health Promotion, the Minister of Health and Long-Term Care and local MPPs.

Resolution No.: 2008 – 57(A)

MOVED BY: Mr. J. Masters  
SECONDED BY: Ms. C. Gillies

THAT the resolution relative to Issue Report No. 39-2008 - Food and Beverage Advertising to Children be referred back to Administration for additional information to be submitted to the Board of Health in the Fall 2008.

CARRIED

**5. MINUTES OF THE PREVIOUS MEETINGS**

5.01 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health Meetings (Regular and Closed Session) held on May 20, 2008, to be approved.

Resolution No. 2008-58

MOVED BY: Ms. C. Gillies  
SECONDED BY: Ms. M. Harding

THAT the Minutes of the Thunder Bay District Board of Health Meetings (Regular and Closed Session) held on May 20, 2008, be approved.

CARRIED

**5. MINUTES OF THE PREVIOUS MEETINGS (Continued)**

5.02 Executive Committee

The Minutes of the Executive Committee (Regular and Closed Session) meetings held on May 20, 2008 and June 6, 2008, presented for approval at an Executive Committee meeting held earlier in the day were presented to the Board for information and distributed at the meeting.

**6. MATTERS ARISING FROM PREVIOUS MINUTES**

6.01 Staff Listing on Website

At the April 15, 2008 Board of Health meeting, a request from Board was made to investigate the feasibility of posting a staff list and contact numbers on the website and bring a report back to the Board in June or July, 2008.

Memorandum from Dr. E. Alvarez, Associate Medical Officer of Health, dated June 4, 2008, deferring until September 16, 2008.

6.02 Long Term Service and Retirement

Issue Report No. 40 – 2008 relative to reviewing Corporate Policy HR-08-03-11 – Long Service Awards and to investigate options for recognizing retirees, as requested by the Board of Health in their resolution from the January 15, 2008 Board of Health meeting.

Ms. N. Doucette, Manager – Human Resources appeared before the Board, provided an overview of the report and responded to questions.

The Board requested that Administration investigate the possibility of a plaque identifying the names of retirees from the Health Unit for the Board's review.

Resolution No.: 2008 – 59

MOVED BY: Ms. B. Metzler  
SECONDED BY: Ms. L. Tolmonen

THAT with respect to Report Number 40-2008 the Board of Health accepts the recommendations and directs senior management to accordingly update and/or create policies for long service or retiree recognition within existing funds.

CARRIED

## 7. STANDING REPORTS

### 7.01 Divisional Reports

#### 7.1.1 Health Protection

Report No. 35-2008 relative to providing an update to the Board on the Health Protection Department, for information.

Mr. K. Allan, Director – Health Protection appeared before the Board, provided an overview of the report and responded to questions.

#### 7.1.2 Health Promotion

Report No. 36-2008 relative to providing an update to the Board on the Health Promotion Department, for information.

Attachment A to Report No. 36-2008 - Map listing representatives from 25 NAN communities across Northern Ontario

Attachment B to Report No. 36-2008 - Preschool Communication Services - April 2007 to March 2008 in Review was distributed separately with the agenda package.

Ms. J. Black, Director – Health Promotion appeared before the Board, provided an overview of the report and responded to questions. In addition, she advised that a response to the City of Thunder Bay's Parks and Recreation Master Plan would be sent from the Health Promotion Division and provided an overview of the comments that will be addressed in the letter and that Bill 69 an Act to amend the Smoke-Free Ontario Act banning smoking in motor vehicles when children under the age of 16 are present passed third reading on Monday, June 16, 2008.

#### 7.1.3 Business Administrative Officer Report

Report No. 37-2008 relative to providing an update to the Board on the Business Administrative Services Department, for information.

Memorandum from Mr. D. Heath, Business Administrative Officer, dated May 26, 2008, attaching a book of Consolidated Financial Statements for the Thunder Bay District Health Unit, dated December 31, 2007 as referenced in Report No. 37-2008 was distributed separately to Members of the Board Only.

A copy of the Audit Management Letter, dated June 5, 2008, from Grant Thornton, as referenced in Report No. 37-2008.

Mr. D. Heath, Director – Administrative Services and Business Administrative Officer appeared before the Board, provided an overview of the report and attachments and responded to questions.

**7. STANDING REPORTS (Continued)**

7.01 Divisional Reports (Continued)

7.02 Associate Medical Officer of Health Report

Report No. 38-2008 relative to providing an update to the Board from Dr. E. Alvarez, Associate Medical Officer of Health.

Dr. E. Alvarez, Associate Medical Officer of Health appeared before the Board, provided an overview of the report and responded to questions. In addition, she provided a brief overview of the aPHa Conference held in Alliston, Ontario on June 8 and 9, 2008.

Resolution No.: 2008-60

MOVED BY: Ms. C. Gillies  
SECONDED BY: Mr. N. Gale

THAT the Board of Health accept the Report of the Associate Medical Officer of Health, as presented in Report No. 38-2008.

CARRIED

**8. NEW BUSINESS**

8.01 Quarterly Strategic Plan Update

A quarterly update will be provided to Members of the Board of Health on the Strategic Plan.

A copy of the Strategic Map highlighting this quarters strategic priorities was distributed separately with the agenda package.

Dr. E. Alvarez, Associate Medical Officer of Health appeared before the Board relative to the above noted and responded to questions.

8.02 aPHa Conference – Alliston, Ontario – June 7 and 8, 2008

Mr. J. Masters, Board Member provided a verbal overview relative to the above noted.

8.03 Board of Health (Closed Session) Meeting

Resolution No.: 2008-61

MOVED BY: Ms. C. Gillies  
SECONDED BY: Ms. C. Bryson

THAT the Board of Health move into a closed session meeting to receive information relative to a personal matter about an identifiable individual.

CARRIED

**8. NEW BUSINESS** (Continued)

8.03 Board of Health (Closed Session) Meeting (Continued)

At 2:46 p.m. the Board of Health moved into a closed session meeting.

Members of Administration and the Secretary left the meeting room.

At 3:10 p.m. the Board of Health moved out of a closed session meeting to resume regular business.

**9. OTHER BUSINESS**

9.01 Personnel Matter

Resolution No.: 2008-63

MOVED BY: Mr. J. MacEachern  
SECONDED BY: Ms. C. Gillies

THAT having received from Dr. Alvarez notice of her intention to renew her contract, and upon consideration of the matter by the Board of Directors, the Board hereby resolves to not renew the contract of Dr. Alvarez beyond June 19, 2008.

CARRIED

**10. NEXT MEETING**

The next regularly scheduled Board of Health meeting will be held on Tuesday, September 16, 2008 at 12:30 p.m.

**11. ADJOURNMENT**

The meeting adjourned at 3:12 p.m.

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Chair, Board of Health

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Associate Medical Officer of Health

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Recording Secretary