

**THUNDER BAY DISTRICT HEALTH UNIT**

**BOARD OF HEALTH MEETING**

**October 18, 2005**

**1:30 pm – BOARDROOM**

**MINUTES**

**Board Members Present:**

C. Bryson, Chair  
I. Angus  
V. Catalan  
N. Gale  
G. Garbutt  
M. Harding  
L. Kloosterhuis  
G. Nelson  
C. Trottier  
J. Virdiramo

**Regrets:**

D. Bell  
R. Buitenhuis  
C. Teichroeb

**Administration Present:**

Dr. P. Sutcliffe, A/Medical Officer of Health  
D. Heath, A/Chief Executive Officer, & Business Administrative Officer  
G. Daniels, A/Business Administrative Officer  
E. DePeuter, A/ Director, Health Promotion and Chronic Disease Prevention  
K. Allan, Director, Health Protection and Clinical Services

**Regrets:**

L. Chow, Director, Health Promotion and Chronic Disease Prevention

**Recorder**

B. McClain

- 1. Meeting Called to Order – 1:30 pm**
- 2. Attendance and Announcements**

- √ Regrets were received from R. Buitenhuis, D. Bell, and C. Teichroeb.
- √ Norm Gale, new Provincial Appointee to the Board of Health, was introduced and welcomed to his first Board Meeting.

- √ The Chair extended commendation to the Director, Health Protection and Clinical Services, and his staff for the success of the Pandemic Planning Workshop on September 27 and 28.
- √ The Chair advised that Doug Heath has assumed the dedicated position of Acting Chief Executive Officer until such time that a new Medical Officer of Health is in place; Georgina Daniels, Manager of Finance, has assumed the additional responsibility of Acting Business Administrative Officer; Ena DePeuter has assumed the responsibility of Acting Director of Health Promotion and Chronic Disease Prevention until further notice.

### **3. Declarations of Interest**

None declared.

### **4. Agenda Approval**

The agenda was approved with the addition of an update from Dr. Penny Sutcliffe under Item 8.2, and Item 10.1, "Start Time of Board Meetings".

*Moved by: G. Garbutt*

*Seconded by: L. Kloosterhuis*

*THAT the Agenda for the Regular Board of Health Meeting of October 18, 2005 be approved, as amended.*

*CARRIED*

### **5. Presentation**

Ena DePeuter, A/Director of Health Promotion and Chronic Disease Prevention introduced Ken Ranta, Manager of Tobacco Control Unit. Mr. Ranta presented on the existing cost-shared tobacco program structure and on the future plans of the new Smoke-free Ontario Strategy. Board Members' questions were addressed.

### **6. Minutes**

6.1 Minutes of September 27, 2005

*Moved by: M. Harding*

*Seconded by: G. Garbutt*

*THAT the Minutes of the Regular Board of Health Meeting of September 27, 2005 be approved.*

*CARRIED*

### **7. Matters Arising from the Minutes**

7.1 Standard of Practice – Food Handling at Public Events

It was noted by the Chair that Dr. Penny Sutcliffe, A/Medical Officer of Health, had forwarded a letter to municipalities regarding the standard of practice for food handling, as requested at the Board of Health Meeting of September 27, 2005.

## **8. Standing Reports**

### **8.1 Divisional Reports**

#### **8.1.1 Health Protection and Clinical Services**

Mr. Ken Allan, Director of Health Protection and Clinical Services, presented an overview of the Pandemic Planning Workshop on September 27 & 28, noting the development of the Thunder Bay & Area Pandemic Plan, and the workshop's success. It was noted that the cumulative total of Clinic numbers has declined due to a change in the manner of scheduling appointments. This will be reviewed in an effort to increase numbers while maintaining client satisfaction with the service. A review of the procedure followed by the Longlac municipality, the Ministry of the Environment (MOE) and the Thunder Bay District Health Unit during the September 2005 Longlac gas fume issue was provided. Efforts to determine the source are being continued by MOE. The Superior Points Harm Reduction Program will continue to work with community clean-up programs in the Needle Exchange Program to encourage needle exchange over needle distribution.

#### **8.1.2 Health Promotion and Chronic Disease Prevention**

Ena DePeuter presented the "Children's Charter Report on Food Security in Thunder Bay and District 2005" which was developed by the Children's Charter Coalition. Board Member Joe Virdiramo is the Children's Advocate for the City of Thunder Bay. The Geraldton Branch Office, in partnership with NorWest Health Centre in Longlac, and supported by the Superior Points Harm Reduction Program, has initiated a Needle Exchange Program. A Women's Health Symposium, "Empowering You to Make Informed Health Decisions", will be held in Nipigon on October 29.

### **8.2 A/Chief Executive Officer and Business Administrative Officer Report**

Doug Heath, Acting Chief Executive Officer, presented the report. Dr. Penny Sutcliffe shared additional information on the new Senior Management structure at the Ministry of Health and Long-Term Care. It was noted that additional emphasis has been placed on Environmental Health and Infectious Disease by the Ministry which will require that consideration be given to increasing the capacity at the Health Unit. The receipt from the Ministry of the approved 2005

budget documents is pending. The Capacity Review Committee 1<sup>st</sup> Phase is almost complete; its release is expected in early November. All Boards of Health and Health Units will be invited to participate locally in focus groups.

It was noted that two Acting Senior Management positions have been initiated to ensure effective management and support to the Board of Health and Health Unit staff: Ena DePeuter, Acting Director of Health Promotion and Chronic Disease Prevention, and Georgina Daniels, Acting Business Administrative Officer.

A status report on building issues was provided. ONA negotiations will commence shortly and progress reports will be presented at future Board Meetings.

*Moved by: G. Garbutt                      Seconded by: L. Kloosterhuis*

*THAT the Board of Health accept the report of the A/Chief Executive Officer as presented in Report No. 49-05.*

*CARRIED*

## **9. New Business**

### **9.1 Land Development Program**

Ken Allan reviewed the history, operation, and current status of the Land Development Program. Various options for the delivery of service were presented. The recommendation was made to continue to deliver the Part VIII inspections, and to investigate further options to fund the program and provide optimum service delivery. Mr. Tony Pacifico, Manager of Environmental Health was introduced, and responded to Board Member queries. Concern was expressed that the high travel costs for inspecting the unincorporated systems impacts the fees for residents in organized areas, and that the funding for unincorporated areas is not adequate.

*Moved by: G. Nelson                      Seconded by: C. Trottier*

***WHEREAS*** the Thunder Bay District Health is mandated by the Building Code Act 1992 to deliver sewage system inspection component (Part VIII) for unincorporated areas;

***AND WHEREAS*** the delivery of Part VIII program as defined in the Building Code Act 1992 is important in terms of groundwater protection;

***BE IT THEREFORE RESOLVED THAT*** the Thunder Bay District Health Unit continue to deliver the Part VIII program as defined in the Building Code Act 1992, while evaluating the implications of cost recovery through a revised

*fee schedule, monitoring expenses, and assessing opportunities for sharing operational costs with other mandated programs;*

**AND FURTHER THAT** *a final recommendation be presented with the proposed 2006 Cost-Shared Budget.*

*CARRIED*

## 9.2 Report to the Community

Board Members were provided with a draft copy of the Report to the Community in their Board package. Ken Allan advised that the report will be launched on November 1, 2005. Board Members received invitations to attend the event.

*Moved by: G. Nelson                      Seconded by: G. Garbutt*

*THAT the Board of Health accept the 2005 Report to the Community as presented.*

*CARRIED*

## 9.3 alPHa Board of Directors

Maria Harding agreed to let her name stand for an additional 2-year term on the alPHa Board of Directors. It was agreed that her name be forwarded for nomination to alPHa.

# 10. Other Business

## 10.1 Start Time for Board Meetings

The impact on Board Members of changing the start time for Regular Board of Health Meetings was discussed.

*Moved by: G. Nelson                      Seconded by: G. Garbutt*

*THAT the Board of Health approve that the start time of Regular Board of Health Meetings be changed to begin at 1:30 pm.*

*CARRIED*

# 11. Adjournment

The meeting was adjourned at 3:17 pm.

# 12. Date of next meeting:    Tuesday, November 15, 2005