



BOARD OF HEALTH MEETING

MINUTES OF THE MEETING: OCTOBER 17, 2018

TIME OF MEETING: 1:00 PM

PLACE OF MEETING: BOARDROOM - DOWNSTAIRS

CHAIR: MR. JOE VIRDIRAMO

BOARD MEMBERS PRESENT:

Ms. Alana Bishop
Mr. Andrew Brigham
Mr. Jay Daiter
Mr. Norm Gale
Ms. Maria Harding
Mr. Richard Harvey
Mr. Bob MacMaster
Mr. James McPherson
Mr. Andy Major
Ms. Karen Morley
Mr. Aldo Ruberto
Mr. Roger Shott
Mr. Joe Virdiramo

ADMINISTRATION PRESENT:

Dr. Janet DeMille, Medical Officer of Health and Chief Executive Officer
Dr. Emily Groot, Associate Medical Officer of Health
Ms. Lynda Roberts, Director of Health Promotion
Ms. Cheryl D'Angelo, Director of Health Protection
Mr. Lance Dyll, Director of Corporate Services
Ms. Jennifer McFarlane, Manager of Healthy Families and Schools
Ms. Silva Sawula, Manager of Healthy Living
Mr. Lee Sieswerda, Manager of Environmental Health
Ms. Carol Bold, Manager of Communications
Ms. Sarah Stevens, Executive Assistant and Secretary to the Board of Health

REGRETS:

Mr. Terry Fox
Mr. Don Smith

CALL TO ORDER

The Chair called the meeting to order at 1:02 p.m.

1. ATTENDANCE AND ANNOUNCEMENTS

The Chair presented regrets from Mr. Fox and Mr. Smith and welcomed all members of the public and media in attendance.

2. DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

3. AGENDA APPROVAL

Resolution No. 81-2018

MOVED BY: M. Harding
SECONDED BY: A. Brigham

THAT the Agenda for the Regular Board of Health Meeting to be held on October 17, 2018, be approved with the following change:

- Closed Session was moved to the end of the meeting, following regular business.

CARRIED

4. INFORMATION SESSION

There was no information session.

5. MINUTES OF THE PREVIOUS MEETINGS

5.1 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on September 19, 2018, to be approved.

Resolution No.:82-2018

MOVED BY: A. Brigham
SECONDED BY: M. Harding

THAT the Minutes of the Thunder Bay District Board of Health Regular Session Meeting held on September 19, 2018, be approved as presented.

CARRIED

6. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the previous minutes.

7. CLOSED SESSION

The Closed Session was held at the end of the meeting.

8. DECISIONS OF THE BOARD

8.1 Bridging the Gap Between Health and Social Sectors for Keeping Kids Health...Maintaining the Momentum

Report No. 49-2018 (Healthy Living) relative to recommendations for acceptance of funding from the Ontario Public Health Association for the above noted.

Resolution No.: 84-2018

MOVED BY: M. Harding
SECONDED BY: A. Bishop

THAT with respect to Report No. 49 – 2018 (Healthy Living), we recommend:

- The one-time funding from the Ontario Public Health Association (OPHA) totaling \$7,000 for the project entitled: “Bridging the Gap between the Health and Social Sectors for Keeping Kids Healthy...Maintaining the Momentum” be approved;
- The Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the budget submission process, as required.

CARRIED

8.2 In Good Hands Online Food Safety Course – User Fee Approval

Report No. 48-2018 (Environmental Health) relative to recommendations for increases to the user fee for “In Good Hands” certification was presented.

Resolution No.:86-2018

MOVED BY: M. Harding
SECONDED BY: J. Daiter

THAT with respect to Report No. 48 – 2018 (Environmental Health), we recommend that:

- The fee charged to clients to take the In Good Hands (IGH) Online Food Safety Course be set at \$39.95, plus HST. A bulk purchase discount (10 or more course fees) of \$5.00 per course fee should continue to apply;

8. DECISIONS OF THE BOARD (Continued)

**8.2 In Good Hands Online Food Safety Course –
User Fee Approval (Continued)**

- The Director of Corporate Services and Manager of Finance be authorized to complete any administrative matters relative to implementing these changes.

AND THAT the Director, Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the General Insurance Program Renewal, as required.

CARRIED

8.3 Legal Services Contract Renewal

Report No. 47-2018 (Finance) relative to recommendations for contract award for legal services was presented and discussed.

Resolution No.: 87a-2018

MOVED BY: B. MacMaster
SECONDED BY: R. Harvey

THAT Report No. 47-2018 (Finance) relative to Legal Services contract award, be tabled to the Closed Session for consideration.

CARRIED

8.4 Building Environmental Controls Contract Award

Report No. 52-2018 (Finance) relative to recommendations for contract award to provide and install Building Environmental Controls was presented and discussed.

Resolution No.: 88-2018

MOVED BY: A. Brigham
SECONDED BY: R. Shott

THAT with respect to Report No. 52-2018 (Finance), we recommend that the contract for the purchase and installation of Building Environmental Controls be awarded to Thermal Building Automation Inc at a total contract cost of \$198,540 (taxes extra);

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any

8. DECISIONS OF THE BOARD (Continued)

8.4 Building Environmental Controls Contract Award (Continued)

administrative requirements of the Building
Environmental Controls contract as required.

CARRIED

8.5 Northern Fruit and Vegetable Program
Enhancement Project - Phase 2 Contract Award

Report No. 53-2018 (Finance) relative to contract award for Phase 2 of the
Northern Fruit and Vegetable Program Enhancement Project was
presented.

Resolution No.: 89-2018

MOVED BY: R. Shott
SECONDED BY: A. Bishop

THAT with respect to Report No. 53-2018 (Finance), we
recommend that the contract to provide services related
to the Northern Fruit and Vegetable Program
Enhancement Project Phase 2 be awarded to Lakehead
University at a total contract cost of \$173,026 (taxes
extra);

AND THAT the Director of Corporate Services and
Manager of Finance be authorized to complete any
administrative requirements of the Northern Fruit and
Vegetable Program Enhancement Project Phase 2
contract as required.

CARRIED

9. COMMUNICATIONS FOR INFORMATION

9.1 2017 Annual Report

Report No. 51-2018 (Communications) relative to the providing the Board of
Health with an overview of the 2017 Thunder Bay District Health Unit Annual
Report, was presented for information.

9.2 Nutritious Food Basket

The results of the Nutritious Food Basket Survey, relative to providing the Board of
Health with details on the Cost of Eating Well in the District of Thunder Bay, was
presented for information.

7. **CLOSED SESSION** (Continued)

Resolution No.: 82a-2018

MOVED BY: J. Daiter
SECONDED BY: A. Brigham

THAT the Board of Health move into closed session to receive information relative to labour relations and employee negotiations and to receive information that is subject to privilege.

CARRIED

At 1:28 p.m., the Board of Health moved into closed session. The following individuals left the meeting room:

Ms. Silva Sawula, Manager of Healthy Living
Mr. Lee Sieswerda, Manager of Environmental Health
Ms. Carol Bold, Manager of Communications
Ms. Sarah Stevens, Executive Assistant
All members of the media
All members of the public

At 2:00 p.m. the following individual left the meeting room:

Ms. Jennifer McFarlane, Manager of Healthy Families and Schools

Ms. Alana Bishop also left the meeting room.

At 2:55 p.m., the Board of Health moved out of closed session to resume regular business and the following individuals returned to the meeting room:

Ms. Alana Bishop
Ms. Sarah Stevens, Executive Assistant

RESOLUTIONS FROM CLOSED SESSION

**Item 8.3 tabled to Closed Session -
Legal Services Contract Renewal**

Report No. 47-2018 (Finance) relative to recommendations for contract award for legal services was reviewed earlier in the meeting and was tabled to the Closed Session in order for the Board of Health to receive information relative to identifiable individuals.

At that time, the Board of Health was advised that the resolution contained in the report would be presented to the regular session for consideration.

RESOLUTIONS FROM CLOSED SESSION (Continued)

**Item 8.3 tabled to Closed Session -
Legal Services Contract Renewal** (Continued)

Resolution No.: 87b-2018

MOVED BY: R. Shott
SECONDED BY: A. Bishop

THAT with respect to Report No. 47 – 2018 (Finance), we recommend that the contract for Professional Legal Services be awarded to Weilers Law for a three (3) year term effective November 1, 2018.

AND THAT we recommend that the contract for Professional Legal Services for Human Resources, Labour and Employment matters be awarded to O’Neill Associates for a three (3) year term effective November 1, 2018.

CARRIED

**Item 2.2 Closed Session Agenda
Public Health Agency of Canada Grant –
Youth Violence Prevention in Thunder Bay & District**

Report No. 50-2018 (Family and School Health) relative to recommendations for acceptance of funding from the Public Health Agency of Canada to support Youth Violence Prevention in Thunder Bay & District was presented and discussed.

At that time the Board of Health was advised that the resolution as contained in the report would be presented to the regular session for consideration.

Resolution No.: 85-2018

MOVED BY: R. Shott
SECONDED BY: A. Bishop

THAT with respect to Report No. 50-2018 (Family and School Health), relative to funding from the Public Health Agency of Canada, we recommend that Administration proceed as directed.

CARRIED

10. NEXT MEETING

The next regularly scheduled Board of Health meeting will be held on Wednesday, November 21, 2018, at 1:00 p.m.

11. ADJOURNMENT

Resolution No. 90-2018

MOVED BY: A. Bishop
SECONDED BY: B. MacMaster

THAT the Regular Board of Health meeting held on October 17, 2018, be adjourned at 3:00 p.m.

CARRIED

Chair, Board of Health

Medical Officer of Health/Chief
Executive Officer

Recording Secretary