



September 1, 2022  
**Board of Health Meeting**  
**Minutes**

The meeting of the Board of Health for Oxford Elgin St. Thomas Health Unit was held on Thursday, September 1, 2022, in-person at 1230 Talbot St., St. Thomas, ON, with virtual participation commencing at 3:02 p.m.

**PRESENT:**

Ms. L. Baldwin-Sands	Board Member
Mr. T. Comiskey	Board Member
Mr. G. Jones	Board Member
Mr. T. Marks	Board Member
Mr. L. Martin	Board Member (Chair)
Mr. D. Mayberry	Board Member
Mr. S. Molnar	Board Member
Mr. J. Preston	Board Member (Vice Chair)
Mr. L. Rowden	Board Member
Mr. D. Warden	Board Member
Ms. C. St. John	Chief Executive Officer
Dr. N. Tran	Acting Medical Officer of Health
Ms. A. Koning	Executive Assistant

**GUESTS:**

Mr. P. Heywood	Program Director
Mr. D. McDonald	Director, Corporate Services and Human Resources
Mr. D. Smith	Program Director
Ms. M. Cornwell	Manager, Communications
Ms. A. Pavletic	Program Manager
Ms. M. Alvey	Health Promoter
Mr. R. Perry	Aylmer Express

**1.1 CALL TO ORDER, RECOGNITION OF QUORUM**

**1.2 AGENDA**

**Resolution # (2022-BOH-0901-1.2)**

Moved by D. Warden

Seconded by L. Baldwin-Sands

That the agenda for the Southwestern Public Health Board of Health meeting for September 1, 2022 be approved.

Carried.

T. Comiskey joined virtually at 3:03 p.m.

**1.3** Reminder to disclose Pecuniary Interest and the General Nature Thereof when Item Arises.

**1.4** Reminder that Meetings are Recorded for minute-taking purposes.

**2.0 APPROVAL OF MINUTES**

**Resolution # (2022-BOH-0901-2.1)**

Moved by J. Preston

Seconded by G. Jones

That the minutes for the Southwestern Public Health Board of Health meeting for June 2, 2022 be approved.

Carried.

**3.0 CONSENT AGENDA**

**Resolution # (2022-BOH-0901-3.0)**

Moved by T. Comiskey

Seconded by D. Mayberry

That the Board of Health for Southwestern Public Health receive and file consent agenda items 3.1 – 3.5.

Carried.

T. Marks joined in-person at 3:10 p.m.

**4.0 CORRESPONDENCE RECEIVED REQUIRING ACTION**

**Resolution # (2022-BOH-0901-4.0)**

Moved by L. Baldwin-Sands

Seconded by D. Warden

That the Board of Health for Southwestern Public Health support 4.1 - Sudbury & Districts Public Health, correspondence dated June 21, 2022 addressed to the Ministry of Children, Community and Social Services.

Carried.

**5.0 AGENDA ITEMS FOR INFORMATION.DISCUSSION.DECISION**

**5.1 Climate Change – Health Impacts, Health Equity, and Resilient Communities**

C. St. John introduced A. Pavletic, Program Manager, Environmental Health noting this program area is a key priority for SWPH. A. Pavletic introduced M. Alvey, Health Promoter who will be presenting the Climate Change report.

M. Alvey provided an overview of the report and highlighted the role of public health on the subject of climate action.

L. Rowden asked about what SWPH is doing to support vulnerable populations when climate change impacts them, such as when a heat alert is issued. M. Alvey noted that SWPH is evaluating the many initiatives we can implement to support our most vulnerable.

L. Baldwin-Sands highlighted some initiatives that have been implemented locally and nationally. She supported the actions outlined in the report.

Dr. Tran confirmed that he would be supporting the team and working closely with them to continue to develop relationships with external partners that would advance this work.

D. Mayberry noted that he supports the report and encourages SWPH to ensure we are taking action, as a corporation, for climate change.

The Board asked that this report be shared with obligated municipalities, as information.

**Resolution # (2022-BOH-0901-5.1)**

Moved by L. Baldwin-Sands

Seconded by T. Comiskey

That the Board of Health for Southwestern Public Health receives, for information, an overview of Southwestern Public Health's activities in support of climate action, and further that the information is shared with our obligated municipalities.

Carried.



A. Pavletic and M. Alvey departed at 3:27 p.m.

## **5.2 Governance Standing Committee Report for September 1, 2022**

L. Martin reviewed the report.

The board discussed BOH-HR-060 – Immunization Policy. It was noted that the “Board of Health” includes both elected officials and order in council appointees meaning all voting members. The Board discussed the definition of “fully vaccinated”. The Board agreed that the Acting Medical Officer of Health, for Southwestern Public Health should advise on what he believes to be “fully vaccinated” vs. what perhaps other entities/governments determine what is fully vaccinated. It was noted that the policy (BOH-HR-060) will be amended to clearly state that “fully vaccinated” is two doses of vaccine, as well as any additional booster doses that an individual is eligible to obtain. The term “up-to-date” is what Dr. Tran recommended as this will include any additional doses that the province introduces in the future. This is what SWPH is already recommending both internally and externally and what is being recommended provincially.

### **Resolution # (2022-BOH-0901-5.2A)**

Moved by L. Baldwin-Sands

Seconded by G. Jones

That the Board of Health for Southwestern Public Health approve the following updated policies and procedures as presented and amended:

- BOH-GOV-040, BOH-GOV-060, BOH-GOV-070
- BOH-PM-010
- BOH-FIN-030
- BOH-HR-030, BOH-HR-040, BOH-HR-050, BOH-HR-060
- BOH-MISC-010

Carried.

### **Resolution # (2022-BOH-0901-5.2B)**

Moved by J. Preston

Seconded by T. Marks

That the Board of Health for Southwestern Public Health approve the updated By-law 1.0 for Oxford Elgin St. Thomas Health Unit as presented.

Carried.

**Resolution # (2022-BOH-0901-5.2C)**

Moved by T. Comiskey

Seconded by L. Rowden

That the Board of Health for Southwestern Public Health approve the updated Board of Health Quarterly Meeting Evaluation tool as presented.

Carried.

**Resolution # (2022-BOH-0901-5.2)**

Moved by L. Baldwin-Sands

Seconded by D. Warden

That the Board of Health for Southwestern Public Health accept the Governance Standing Committee's Report for September 1, 2022.

Carried.

**5.3 Chief Executive Officer's Report for September 1, 2022**

C. St. John reviewed her report.

C. St. John noted that SWPH has begun work on an after-action review, as it is important for us to conduct this review while the response is fresh in our minds.

J. Preston commended C. St. John on an excellent presentation at the AMO (Association of Municipalities of Ontario) Conference and advised that she represented SWPH very well.

T. Marks and G. Jones noted that they discussed the lack of COVID-19 funding with the Minister of Health. They noted that there was no concern expressed from the Minister regarding public health units not receiving the full funding they requested.

S. Molnar noted that the SWPH Board should consider representation at future conferences, such as AMO to ensure we are represented in a meaningful way.

S. Molnar asked how SWPH determines which schools are considered "higher risk". C. St. John noted that SWPH does use a matrix, which she will ensure is included in the October School Health board report. She noted that the matrix considers several factors. C. St. John also noted that school nurses provide programming and service delivery, such as sexual health services. Programming includes both upstream and downstream work. These nurses provide support to students as well as school administrators, depending on the programming. She noted that SWPH received COVID-19 school nurse funding so that we could provide additional supports to schools, such as infection prevention and control guidance. She noted that the COVID-19 school nurse funding ends at the end of this year as far as we know.

**Resolution # (2022-BOH-0901-5.3)**

Moved by L. Baldwin-Sands

Seconded by D. Warden

That the Board of Health for Southwestern Public Health accept the Chief Executive Officer's report for September 1, 2022.

Carried.

**5.4 Medical Officer of Health's Report for September 1, 2022**

Dr. Tran reviewed his report.

Dr. Tran advised that he believes there will be another COVID-19 wave in late October, early November. He noted that the Moderna bivalent, for 18+ was approved today by Health Canada. He noted that we continue to digest the updated case and contact management information that was shared by the province today and we will be developing messaging for our community which will be published shortly.

Dr. Tran noted that Monkeypox continues to be a concern in the province, however the rate of cases provincially has slowed down. He is pleased to report that we do not have any cases locally and that our local vaccination efforts have been successful.

Dr. Tran noted that Polio is a concern locally given the number of under-immunized populations we have in our region. He noted that we have reached out to health care partners to support these populations.

It was noted that case and contact management guidance provincially and federally vary. Dr. Tran noted that federal guidance supersedes provincial guidance. He noted that federal guidance would apply specifically to international travel and subsequent guidance.

Dr. Tran and C. St. John noted that we will keep our municipal partners apprised of SWPH's guidance, as previously committed to do.

L. Baldwin-Sands noted that the London Free Press published an article regarding the increase in opioid use within the London region. Dr. Tran noted that SWPH's experience mirrors that of Middlesex London Health Unit's experience. He noted that current trending has shown a decrease for 2022, which is promising, however we continue to work with partners as we know that we are in a crisis.



**Resolution # (2022-BOH-0901-5.4)**

Moved by L. Baldwin-Sands

Seconded by T. Comiskey

That the Board of Health for Southwestern Public Health accept the Medical Officer of Health's report for September 1, 2022.

Carried.

**6.0 NEW BUSINESS/OTHER**

S. Molnar departed at 4:20 p.m.

**7.0 TO CLOSED SESSION**

**Resolution # (2022-BOH-0901-C7)**

Moved by D. Warden

Seconded by S. Molnar

That the Board of Health moves to closed session in order to consider one or more the following as outlined in the Ontario Municipal Act:

- (a) the security of the property of the municipality or local board;
- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;
- (h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- (j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

Other Criteria:

- (a) a request under the *Municipal Freedom of Information and Protection of Privacy Act*, if the council, board, commission or other body is the head of an institution for the purposes of that Act; or
- (b) an ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the *Ombudsman Act*, an Ombudsman referred to in subsection 223.13 (1) of this Act, or the investigator referred to in subsection 239.2 (1). 2014, c. 13, Sched. 9, s. 22.

Carried.

**8.0 RISING AND REPORTING OF CLOSED SESSION**

**Resolution # (2022-BOH-0901-C8)**

Moved by L. Baldwin-Sands  
Seconded by D. Warden

That the Board of Health rise with a report.

Carried.

**Resolution # (2022-BOH-0901-C3.1)**

Moved by G. Jones  
Seconded by T. Marks

That the Board of Health for Southwestern Public Health approve the Chief Executive Officer's Report for September 1, 2022.

Carried.

**Resolution # (2022-BOH-0901-C3.2)**

Moved by D. Warden  
Seconded by L. Baldwin-Sands

That the Board of Health for Southwestern Public Health approve the Human Resources report as described.

Carried.

**10.0 ADJOURNMENT**

**Resolution # (2022-BOH-0901-10)**

Moved by T. Marks  
Seconded by L. Rowden

That the meeting adjourns at 4:32 p.m. to meet again on Thursday, October 6, 2022 at 3:00 p.m.

Carried.

Confirmed:

A handwritten signature in blue ink, appearing to read "Larry Martin", is written over a horizontal line.