January 18, 2023

Board of Health Meeting

Minutes

The meeting of the Board of Health for Oxford Elgin St. Thomas Health Unit was held on January 18, 2023, at the St. Thomas site (1230 Talbot St.) and virtually via MS Teams commencing at 3:02 p.m.

PRESENT:

Mr. J. Couckuyt	Board Member
Mr. J. Herbert	Board Member
Mr. D. McPhail	Board Member
Mr. D. Mayberry	Board Member
Mr. M. Peterson	Board Member
Mr. J. Preston	Board Member (Chair)
Mr. L. Rowden	Board Member
Mr. M. Ryan	Board Member
Mr. D. Warden	Board Member
Ms. B. Wheaton	Board Member (Vice Chair)
Ms. C. St. John	Chief Executive Officer
Dr. N. Tran	Medical Officer of Health
Ms. A. Koning	Executive Assistant

**represents virtual participation*

GUESTS:

Mr. P. Heywood	Program Director*
Ms. S. MacIsaac	Program Director*
Mr. D. McDonald	Director, Corporate Services and Human Resources*
Ms. M. Nusink	Director, Finance (CFO)*
Mr. D. Smith	Program Director*
Ms. M Cornwell	Manager, Communications*
Mr. R. Perry	Aylmer Express*

**represents virtual participation*

REGRETS:

1.1 CALL TO ORDER, RECOGNITION OF QUORUM

The meeting was chaired by Cynthia St. John, CEO, until the election of chair position occurred.

C. St. John welcomed all board members, staff, and media attending.

1.2 AGENDA

Resolution # (2023-BOH-0118-1.2)

Moved by D. Mayberry
Seconded by D. Warden

That the agenda for the Southwestern Public Health Board of Health meeting for January 18, 2023 be approved.

Carried.

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.

1.5 Delegation of Officers

Resolution # (2023-BOH-0118-1.5A)
Moved by D. Warden
Seconded by D. McPhail

That Joe Preston be Chair of the Board of Health for Southwestern Public Health for the year 2023.

Carried.

Resolution # (2023-BOH-0118-1.5B)
Moved by M. Ryan
Seconded by D. Mayberry

That Bernia Wheaton be Vice-Chair of the Board of Health for Southwestern Public Health for the year 2023.

Carried.

Resolution # (2023-BOH-0118-1.5C)
Moved by D. Mayberry
Seconded by D. Warden

That further to Board of Health Policy BOH-GOV-030, the Board of Health Chair for Southwestern Public Health delegate the Chief Executive Officer for Southwestern Public Health as acting "Head" for the purpose of ensuring day-to-day fulfilment of Southwestern Public Health's compliance obligations under the Municipal Freedom and Information and Protection of Privacy Act (MFIPPA).

Carried.

2.0 APPROVAL OF MINUTES

Resolution # (2023-BOH-0118-2.1)
Moved by D. Mayberry
Seconded by L. Rowden

That the minutes for the Southwestern Public Health Board of Health meeting for October 6, 2022 be approved.

Carried.

3.0 CONSENT AGENDA

None at this time.

4.0 CORRESPONDENCE RECEIVED REQUIRING ACTION

None at this time.

5.0 AGENDA ITEMS FOR INFORMATION.DISCUSSION.DECISION

5.1 Chief Executive Officer's Report for January 18, 2023

C. St. John reviewed her report.

M. Ryan suggested that the Board of Health not move forward with establishing the Committees, if that is permissible. C. St. John confirmed that these Committees exist at the sole discretion of the Board of Health as outlined in Section 74 of Bylaw 1. He suggested that as a new Board member, he feels as though he would benefit and learn from being a part of conversations related to both finance and facilities and governance. The Board discussed the suggestion. It was noted that the Committees functioned effectively and efficiently previously and there were no concerns in previous practices. C. St. John noted that if the Board decides not to establish committees this year, Board members would need to be available for additional

meetings of the Board to accomplish the work of those committees. The Board members agreed.

Resolution # (2023-BOH-0118-5.1A)
Moved by M. Ryan
Seconded by J. Herbert

> That the Board of Health for Southwestern Public Health do not create either the Finance and Facilities Standing Committee or the Governance Standing Committee, and that the Board of Health take on the work of the Committees as a whole, with this decision to be reviewed in a year's time.

Carried.

The Board members discussed future Board meetings. It was decided that Board of Health orientation would be immediately before the new Board meetings, from 12:00pm – 12:55pm.

C. St. John noted that the timely approval of the budget is required, and she requested that the Board of Health meet again in early February. It was decided that the next Board of Health meeting be on February 9th at 1:00pm and a follow-up meeting be scheduled for February 16th at 1:00pm, if required.

Resolution # (2023-BOH-0118-5.1B)
Moved by D. Mayberry
Seconded by B. Wheaton

> That the Board of Health meetings be held on the fourth Thursday of the month at 1:00pm.

Carried.

Resolution # (2023-BOH-0118-5.1)
Moved by J. Herbert
Seconded by L. Rowden

> That the Board of Health for Southwestern Public Health accept the Chief Executive Officer's report for January 5, 2023.

Carried.

6.0 NEW BUSINESS/OTHER

None at this time.

7.0 TO CLOSED SESSION

Resolution # (2023-BOH-0118-C7)

Moved by M. Ryan
Seconded by B. Wheaton

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 # (2023-BOH-0118-C8)

Moved by M. Ryan
Seconded by D. Warden

That the Board of Health rise with a report.

Carried.

Resolution # (2023-BOH-0118-C3.1A)

Moved by B. Wheaton
Seconded by M. Ryan

That the Board of Health for Southwestern Public Health strike an Adhoc Committee of the Board to carry out specific work related to Facilities matters.

Carried.

Resolution # (2023-BOH-0118-C3.1B)

Moved by B. Wheaton
Seconded by M. Peterson

That the Board of Health for Southwestern Public Health accept the Terms of Reference for the creation of an Adhoc Committee as amended to carry out specific work related to Facilities matters.

Carried.

Resolution # (2023-BOH-0118-C3.1C)

Moved by M. Peterson
Seconded by M. Ryan

That the Board of Health for Southwestern Public Health appoint David Warden and David Mayberry to the Special Adhoc Committee.

Carried.

Resolution # (2023-BOH-0118-C3.1)

Moved by D. Mayberry
Seconded by D. Warden

That the Board of Health for Southwestern Public Health accept the Chief Executive Officer's Report for January 18, 2023

Carried.

9.0 FUTURE MEETING & EVENTS

The next scheduled meeting of the Board of Health is February 9, 2023, at 1:00 p.m. The Board of Health orientation session will be held on February 9, 2023, at 12:00 p.m.

10.0 ADJOURNMENT

Resolution # (2023-BOH-0118-10)

Moved by J. Herbert
Seconded by D. Warden

That the Board of Health meeting adjourns at 4:43 p.m.

Carried.

Confirmed: 