

Wellington-Dufferin-Guelph Public Health
MINUTES OF BOARD OF HEALTH
Wednesday September 9, 2020

The Board of Health of Wellington-Dufferin-Guelph Public Health Unit met virtually (Zoom) at 4:00 p.m.

Members in attendance were: Mr. George Bridge (Chair), Mr. Allan Alls, Ms. Christine Billings, Mr. Rodrigo Goller, Ms. June Hofland, Mr. Ralph Manktelow and Mr. Chris White.

Member(s) with regrets: Mr. Guy Gardhouse.

Ex-officio member(s) in attendance: Dr. Mercer, Medical Officer of Health & CEO.

Staff members in attendance were: Mr. Chris Beveridge, Ms. Rita Isley, Mr. David Kingma, Dr. Matthew Tenenbaum (AMOH), Mr. Kyle Wilson, Ms. Amy Estill, Mr. Chuck Ferguson, Ms. Marlene Jantzi-Bauman; Ms. Jennifer MacLeod, Mr. Emerson Rajaram, Mr. Patryk Wardach, Mr. Danny Williamson and Ms. Sylvia Muir (Recording Secretary).

Guests in attendance were: MEDIA: Adam A. Donaldson (Guelph Politico); Jonathan Duncan (Guelph Mercury Tribune); and Jaime Myslik (Wellington Advertiser).

1.0 Call to Order

G. Bridge (Chair), called the meeting to order at 4:00 p.m.

Dr. Mercer invited the BOH to WDGPH's first Virtual Staff Session (replacing the full day, in-person Staff Day due to the COVID-19 on-going response), on (Wed) October 14, 2020, from 1:30 - 3:00 p.m.

2.0 Disclosure(s) of Pecuniary Interest

There are no disclosures of pecuniary interest declared at this time.

3.0 Approval of Minutes

MOTION: "To approve the Minutes of July 8, 2020, as presented."

Moved: A. Alls

Seconded: J. Hofland

CARRIED

4.0 MOH Updates

Status of Cases COVID-19

- Wellington, Dufferin and Guelph have had fairly low weekly cases over the past couple of months.

- Increasing numbers in young adults are currently driving numbers up in the province. With the start of the school year, young adults relocating to other cities, etc. are forming new social bubbles and potential spread of COVID-19.
- On the WDGPH website, there is a button entitled “outbreaks” as we move forward with the 2nd wave, we will be adding a tab entitled “school outbreaks”. School boards will also provide COVID-19 information for individual schools. Please check both websites. WDGPH continues to be very vigilant. There will be one Public Health Nurse for approximately every ten schools/one Public Health Nurse for every 3,000-4,000 students. Public Health Nurses are supporting principals with IPAC policy and procedure implementation, public health measures for schools, as well as answering their questions. Information for schools/parents is on the WDGPH website.

5.0 Presentation(s)

- NONE.

6.0 Business Arising

- NONE.

7.0 Consent Agenda

- BH.01.SEP0920.C11 – 2020 Mid-Year Smoke-Free Ontario Act 2017 Enforcement Program Performance Indicator Summary – Program/Service Information Report.
- BH.01.SEP0920.C12 – 2020 Mid-Year Safe Water Programs Performance Indicator Summary – Program/Service Information Report.
- BH.01.SEP0920.C13 – 2020 Mid-Year Infectious Diseases Program Performance Indicator Summary – Program/Service Information Report.
- BH.01.SEP0920.C14 – 2020 Mid-Year Food Safety Program Performance Indicator Summary – Program/Service Information Report.
- BH.01.SEP0920.C15 – 2020 Mid-Year Healthy Environments Program Performance Indicator Summary – Program/Service Information Report.

MOTION:

- (a) “That the Board of Health receive the Consent Agenda item(s), which has been given due consideration, for information.”

Moved: C. Billings

Seconded: R. Goller

CARRIED

8.0 BOH Report(s)

BH.01.SEP0920.R12 – Communications Report (2019)

Dr. Mercer spoke to BOH Report BH.01.SEP0920.R12 and advised that 2019 was busy and very robust. Due to the COVID-19 pandemic, in 2020, WDGPH receives weekly, the yearly amount of activity that it received in all of 2019. WDGPH’s website has become a very important communications tool that many community partners are using as a trusted resource. It is very user-friendly and easy to navigate.

MOTION:

- (a) **“That the Board of Health receive BOH Report BH.01.SEP0920.R12 – Communications Report (2019), as presented, for information.”**

Moved: J. Hofland
Seconded: C. Billings

CARRIED

BH.01.SEP0920.R13 – Victoria’s Nail Salon – Infection Control Lapse

Dr. Mercer reviewed the contents of Report BH.01.SEP0920.R13.

MOTION:

- (a) **“That the Board of Health receive BOH Report BH.01.SEP0920.R13 – Victoria’s Nail Salon – Infection Control Lapse, as presented, for information.”**

Moved: J. Hofland
Seconded: R. Goller

CARRIED

BH.01.SEP0920.R14 – Reopening Schools During COVID-19

Dr. Mercer spoke to BOH Report BH.01.SEP0920.R14. The Report details how WDGPH has been working closely with the schools. Dr. Mercer and WDGPH staff attended with both the UGDSB and the WCDSB Senior Leaders at local classrooms to support local decisions around public health measures in classrooms. WDGPH recognizes that this is the single largest program that WDGPH will be running for the next several weeks. Ministry resources provided to WDGPH was for 14 school nurses.

Dr. Tenenbaum spoke to the Report. It is critically important that this goes right. This is the number one priority. With PH measures, we will do this right and safely. We have developed a number of resources to assist the schools. WDGPH has developed a School Team to support schools this year. Outbreak in our schools is so linked to outbreak in our broader community.

MOTION:

- (a) **“That the Board of Health receive BOH Report BH.01.SEP0920.R14 – Reopening Schools During COVID-19, as presented, for information.”**

Moved: J. Hofland
Seconded: C. White

CARRIED

BH.01.SEP0920.R15 – Monitoring for Future Waves of COVID-19

Dr. Mercer and J. MacLeod spoke to BOH Report BH.01.SEP0920.R15. WDGPH worked with our community partners to identify indicators that would be good alerts. Looking to identify selected triggers that would require a public health response. First wave affected the LTC Homes. Over the last month, it has been younger adults (16-40 yrs) and they are less likely to require hospitalization. Want a slow-burn (trickle of cases) where the healthcare system can manage until a vaccine or cure is available. There are many vaccines under

development, but there is no approved vaccine in production as yet. It is important to note that the same public health measures are needed to continue (small social circles, physical distancing, hand washing and wearing face masks).

MOTION:

- (a) **“That the Board of Health receive BOH Report BH.01.SEP0920.R15 – Monitoring for Future Waves of COVID-19, as presented, for information.”**

Moved: J. Hofland

Seconded: A. Alls

CARRIED

9.0 Committee (Verbal) Report(s)

Executive Committee Report:

- NONE.

Finance + Audit Committee Report:

- NONE.

Human Resources Committee Report:

G. Bridge, Chair, provided an update advising that the Human Resources Committee met, virtually, on Sep 9/20 to review/discuss the following matter(s):

Terms of Reference

- Terms of Reference are to be reviewed every 2 years to consider if they are still relevant.
- Proposed minor house-keeping change falls under the heading of “Duties and Responsibilities”, as it pertains to the role of this Committee to receive, review and make recommendation(s) to the BOH.

Motion(s) passed at the Sep 9/20 BOH Meeting:

- (a) **MOTION: “That the Board of Health accepts the recommendation of the Human Resources Committee and receives and approves the Human Resources Terms of Reference, as presented.”**

Moved: J. Hofland

Seconded: R. Goller

CARRIED

10.0 Correspondence

- Ted Arnott, MPP, Wellington-Halton Hills Letter to The Honourable Doug Ford and Premier and The Honourable Christine Elliott, Minister of Health in response to the WDGPH Letter of July 22, 2020 re Face Coverings.
- Randy Pettapiece, MPP, Perth-Wellington Letter to The Honourable Doug Ford and Premier and The Honourable Christine Elliott, Deputy Premier and Minister of Health in response to the WDGPH Letter of July 22, 2020 re Face Coverings.
- Dr. David Williams, Chief Medical Officer of Health, Response Letter to George Bridge, Chair of WDGPH Board of Health re Face Coverings.

MOTION:

- (a) **“That the Board of Health receive the above-noted Correspondence, as presented, for information.”**

Moved: C. Billings
Seconded: J. Hofland

CARRIED

Media and Public attendees were asked to disconnect from the meeting, at this time, as this Board of Health meeting contains a “Closed Session” section which falls under the exemptions pursuant to Section 239 of the *Municipal Act*. Please note that this session is **not** open to members of the public or the press.

(5:01) The Open Session portion of the meeting ended and everyone disconnected from the meeting.

11.0 CLOSED SESSION

- To approve the July 8, 2020 Closed Session BOH Minutes.
- Human Resources Committee Chair Update:
 - ▶ Closed Session Human Resources Committee Report BH.05.SEP0920.R01 – Key Health and Safety Activities (2019-2020) [personal matters about an identifiable individual, including BOH employees];
 - ▶ Closed Session Human Resources Committee Report BH.05.SEP0920.R02 – Labour Relations Update (2020) [labour relations or employee negotiations]; and
 - ▶ Closed Session Human Resources Committee Report BH.05.SEP0920.R03 – Key Human Resources Activities (2020) [personal matters about an identifiable individual, including BOH employees].

(5:01)

MOTION: “To move into Closed Session to approve Closed Session BOH Minutes of July 8, 2020; to review/discuss Closed Session Human Resources Committee Reports BH.05.SEP0920.R01 – Key Health and Safety Activities (2019-2020) [personal matters about an identifiable individual, including BOH employees]; BH.05.SEP0920.R02 – Labour Relations Update (2020) [labour relations or employee negotiations]; BH.05.SEP0920.R03 – Key Human Resources Activities (2020) [personal matters about an identifiable individual, including BOH employees]; and MOH Update(s) [personal matters about an identifiable individual, including BOH employees]”.

Moved: J. Hofland
Seconded: A. Alls

CARRIED

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MINUTES OF THE BOARD OF HEALTH
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CLOSED SESSION

Members in attendance were: Mr. George Bridge (Chair), Mr. Allan Alls, Ms. Christine Billings, Mr. Rodrigo Goller, Ms. June Hofland, Mr. Ralph Manktelow and Mr. Chris White.

Member(s) with regrets were: Mr. Guy Gardhouse.

Ex-officio member(s) in attendance were: Dr. Mercer, Medical Officer of Health & CEO.

Staff member(s) in attendance were: Mr. Christopher Beveridge, Ms. Rita Isley, Mr. David Kingma, Dr. Matthew Tenenbaum, Mr. Kyle Wilson and Ms. Sylvia Muir (Recording Secretary).

Guest(s) in attendance were: NONE.

CLOSED SESSION MINUTES TO BE PROVIDED UNDER SEPARATE COVER.

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(6:00) Returned to Open Session.

MOTION: “To Ratify the Closed Session Decisions of the September 9, 2020 Board of Health meeting.”

Moved: J. Hofland
Seconded: C. Billings **CARRIED**

Motion(s) brought forward from Closed Session:

MOTION: “To approve the Closed Session Minutes of March 4, 2020, as presented.”

Moved: J. Hofland
Seconded: A. Alls **CARRIED**

BH.05.SEP0920.R01 – Key Health and Safety Activities (2019-2020)

(a) MOTION: “That the Board of Health accepts the recommendation of the Human Resources Committee and receives Closed Session Human Resources Committee Report BH.05.SEP0920.R01 – Key Health and Safety Activities (2019-2020), as presented, for information.”

Moved: J. Hofland
Seconded: A. Alls **CARRIED**

BH.05.SEP0920.R02 – Labour Relations Update (2020)

(a) MOTION: “That the Board of Health accepts the recommendation of the Human Resources Committee and receives Closed Session Human Resources Committee Report BH.05.SEP0920.R02 – Labour Relations Update (2020), as presented, for information.”

Moved: J. Hofland
Seconded: A. Alls **CARRIED**

BH.05.SEP0920.R03 – Key Human Resources Activities (2020)

(a) MOTION: “That the Board of Health accepts the recommendation of the Human Resources Committee and receives Closed Session Human Resources Committee Report BH.05.SEP0920.R03 – Key Human Resources Activities (2020), as presented, for information.”

Moved: J. Hofland
Seconded: A. Alls **CARRIED**

(a) MOTION: “That the Board of Health authorizes WDGPH to use the County of Wellington’s Closed Session Investigator, if required.”

Moved: C. White
Seconded: C. Billings **CARRIED**

12.0 Adjournment

The meeting was adjourned at 6:00 p.m.

MOTION: “To adjourn the meeting.”

Moved: C. White
Seconded: R.Manktelow

CARRIED