

Wellington-Dufferin-Guelph Public Health
MINUTES OF BOARD OF HEALTH
Wednesday February 3, 2021

The Board of Health of Wellington-Dufferin-Guelph Public Health Unit met at 4:00 p.m. at the GUELPH Office.

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

Member(s) with regrets: NONE.

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, Mr. R. Cunnington, Ms. Lisa Hebden, Mr. Julian Martalog, Ms. Marlene Jantzi, Mr. Emerson Rajaram, Ms. Anna Vanderlaan, Mr. Patryk Wardach, Mr. Michael Whyte, Mr. Charles Wright and Ms. Sylvia Muir (Recording Secretary).

Guests in attendance were: Ms. Joanne Shuttleworth, The Wellington Advertiser, Mr. Kenneth Armstrong (GuelphToday), Mr. Adam A. Donaldson (Guelph Politico) and Ms. Aastha Shetty (570 News)(Press) and members of the public.

1.0 Call to Order

Dr. Mercer, Medical Officer of Health and CEO called the meeting to order at 4:00 p.m. Upon nomination of the 2021 Board Chair, the Chair will assume the role of chairing the remainder of the meeting.

2.0 Disclosure(s) of Pecuniary Interest

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

3.0 2021 Inaugural Meeting:

Elect Chair

Nominations for the position of Board Chair were opened by Dr. Mercer.

C. White nominated G. Bridge as Chair.

C. Billings seconded the nomination.

G. Bridge accepted the nomination.

MOTION: “To close the nominations for the position of Board Chair.”

Moved:

A. Alls

Seconded:

R. Manktelow

CARRIED

G. Bridge continued on with the election of the Vice-Chair.

Elect Vice-Chair

Nominations for the position of Vice-Chair were opened by G. Bridge.

G. Bridge nominated C. Billings as Vice-Chair.

R. Goller seconded the nomination.

C. Billings accepted the nomination.

MOTION: “To close the nominations for the position of Vice-Chair.”

Moved: A. Alls
Seconded: G. Gardhouse CARRIED

Elect Secretary-Treasurer

It was noted that the Secretary-Treasurer is automatically the Chair of the Finance + Audit Committee. Nominations for the position of Secretary-Treasurer were opened by G. Bridge.

G. Gardhouse nominated C. White as Secretary-Treasurer.

A. Alls seconded the nomination.

C. White accepted the nomination.

MOTION: “To close the nominations for the position of Secretary-Treasurer.”

Moved: C. Billings
Seconded: J. Hofland CARRIED

Establish Membership for Standing Committees

G. Bridge, BOH Chair, advised that he would like to be a member of all the Standing Committees.

MOTION: “That the BOH Chair is a member of each of the BOH Standing Committees as well as the Chair of the Executive Committee.”

Moved: J. Hofland
Seconded: G. Gardhouse CARRIED

Finance + Audit Committee

As previously noted, the Secretary-Treasurer is automatically the Chair of the Finance + Audit Committee. Therefore, C. White is the Finance + Audit Chair.

Finance + Audit Committee membership for 2021 was confirmed as follows:

Finance & Audit Committee: 2021
Representing Wellington Chris White (Chair)
Representing Wellington George Bridge

Representing Dufferin
Representing City of Guelph
Representing City of Guelph

Ralph Manktelow
Christine Billings
Rodrigo Goller

Human Resources Committee

Human Resources Committee membership for 2021 was confirmed as follows:

Human Resources Committee: **2021**
Representing Wellington Allan Alls
Representing Wellington George Bridge
Representing Dufferin Guy Gardhouse (*Chair*)
Representing City of Guelph June Hofland

Elect Human Resources Chair

Nominations for the position of Human Resources Chair were opened by C. Billings, Vice-Chair.

A. Alls nominated G. Gardhouse as Human Resources Committee Chair.
J. Hofland seconded the nomination.

G. Gardhouse accepted the nomination.

MOTION: “To close the nominations for the position of Human Resources Committee Chair.”

Moved: **A. Alls**
Seconded: **C. Billings** **CARRIED**

Executive Committee

The Executive Committee is comprised of the Board Chair, the Vice-Chair, the Finance + Audit Committee Chair and the Human Resources Committee Chair. Therefore, the Executive Committee membership for 2021 was confirmed as follows:

Executive Committee: **2021**
Representing Wellington George Bridge (*Chair*)
Representing Wellington Chris White
Representing Dufferin Guy Gardhouse
Representing City of Guelph Christine Billings

MOTION: “To accept the 2021 membership of the Finance + Audit Committee; the Human Resources Committee; and the Executive Committee, as stated above.”

Moved: **J. Hofland**
Seconded: **G. Gardhouse** **CARRIED**

Dates and Times of Regular Meetings

The Board generally meets at 4:00 p.m. on the first Wednesday of each month, with the exception of January, July, August and October, when the Board is not scheduled to meet. The Board dates for 2021 are as follows:

February 3rd
March 3rd
April 7th
May 5th
June 2nd
September 8th
November 3rd
December 1st

MOTION: “To set Board of Health meeting dates for 2021, as noted above.”

Moved: J. Hofland
Seconded: R. Manktelow **CARRIED**

Board Remuneration

Board remuneration, set out under Section 4 of By-Law No. 1 of the Board of Health for the Wellington-Dufferin-Guelph Health Unit, and more particularly in Board of Health Policy CA.42.01.100, will continue. WDGPH will proceed with what is currently on file which was provided from the 3 Municipalities.

Appoint Auditors

In accordance with the *Municipal Act*, Public Health is required to use the auditor of the largest municipal funder, which in this case is the City of Guelph. Therefore, WDGPH’s Auditor for 2021 is KPMG.

4.0 Approval of Minutes

MOTION: “To approve the Minutes of December 2, 2020, as presented.”

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

5.0 MOH Update(s)

WISE Program (Web-based Interactive System for your Evidence-based decision-making)

- The WISE Program is now live. Anyone who uses well water for residential use in the Wellington-Dufferin-Guelph area can register in the system @ <https://wise.wdgpublichealth.ca/login>.

Personal Protective Equipment (PPE)

- Dr. Mercer advised that WDGPH is trying to purchase locally sourced materials (PPE and hand sanitizer) whenever possible. Currently, there is locally sourced PPE available from companies in Waterloo and Cambridge.
- Larger provincial organizations such as the Rural Ontario Municipal Association (ROMA) have also expressed an interest in utilizing local-sourced materials.

6.0 Presentation(s)

COVID-19 Update

Dr. Mercer introduced M. Whyte, Health Promotion Specialist and Julian Martalog, Manager, Health Analytics. M. Whyte commenced with the Presentation including:

- Case Patterns/Trends - First wave was much smaller than the second wave. Colder weather sends people indoors. Holiday celebrations increased into December 2020 and cases peaks in January 2021.
- Mobility in the Counties of Wellington and Dufferin and the City of Guelph - Google information was used from phones. The dip indicates when WDG was in lockdown.
- 7-Day Moving Rate (per 100,000) – This rate was introduced by the province and it outlines the control thresholds used. WDGPH still has a way to go to get numbers down.
- Where Are the 2nd Wave Infections Coming From? WDGPH conducted two Acquisition Surveys: (i) Public (launched on Dec 1/20) and (ii) Confirmed Cases (administered during case follow-up by Case Management).

Dr. Mercer commenced with the Presentation:

- Morbidity/Mortality – risk of serious illness increases with age. 89% of COVID-19 deaths in WDG have been in individuals over the age of 65.
- COVID-19 Risk by Age Group – Older adults are at the highest risk of death and severe illness related to COVID-19.
- Dose Prioritization – LTCH/RHs have been WDGPH’s highest vaccination priority. By January 27, 2021, >90% of LTCH/RH staff and residents received at least their 1st dose of COVID-19 vaccine.
- When Can I Get the Vaccine? – Prioritization when we get more vaccine (Feb 15-21) high-risk healthcare workers, staff of LTC/RHs, essential care givers in LTC/RH, then others that are receiving home care.
- Vaccine Dose Prioritization – administering 2nd doses starting Feb 4/21 and finishing Feb 24/21.
- Update on Our Local Vaccine Program – WDGPH received vaccine 3 weeks after other organizations but has matched the provincial average of total doses administered.
- Vaccinations – WDGPH commenced administering COVID-19 vaccines on January 27, 2021.
- The Truth About the COVID-19 Vaccines: Myths and Misinformation (Myth or Fact).

Discussion took place around the COVAX Solution, which is a provincial data base that public health units need access to in order to extract data to verify who received the vaccine. Currently, public health units are unable to access this data. However, the province is working to correct this in the near future.

WDGPH Staff were thanked by the BOH and appreciation was expressed for their continued commitment in the COVID-19 Pandemic Response.

7.0 Business Arising

- NONE.

8.0 Consent Agenda

- NONE.

9.0 BOH Report(s)

- NONE.

10.0 Committee (Verbal) Report(s)

Executive Committee Report:

- NONE.

Finance + Audit Committee Report:

- NONE.

Human Resources Committee Report:

- NONE.

11.0 Correspondence

- Kim Courts, Deputy Clerk, County of Wellington Letter to WDGPH re Appointments to WDGPH Board of Health.

MOTION:

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

Moved: C. Billings
Seconded: G. Gardhouse **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.

(5:00) The Open Session portion of the meeting ended and everyone disconnected from the meeting.

12.0 CLOSED SESSION

- To approve the December 2, 2020 Closed Session BOH Minutes.
- BOH Orientation: Cybersecurity Awareness Training [Educating or Training BOH Members].
- MOH Update(s) [personal matters about an identifiable individual including BOH employees].

(5:00)

MOTION: “To move into Closed Session to approve Closed Session BOH Minutes of December 2, 2020; to engage in Closed Session BOH Cybersecurity Awareness Training [Educating or Training Members]; and to obtain MOH Update(s) [personal matters about an identifiable individual, including BOH employees].”

Moved: A. Alls
Seconded: G. Gardhouse **CARRIED**

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CLOSED SESSION

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Member(s) with regrets were: NONE.

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

Staff member(s) in attendance were: Mr. Chris Beveridge, Ms. Rita Isley, Mr. David Kingma, Mr. Kyle Wilson, Dr. Matthew Tenenbaum (AMOH) 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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(6:17) Returned to Open Session.

MOTION: “To Ratify the Closed Session Decisions of the February 3, 2021 Board of Health meeting.”

Moved: A. Alls
Seconded: C. Billings **CARRIED**

Motion(s) brought forward from Closed Session:

MOTION: “To approve the Closed Session Minutes of December 2, 2020, as presented.”

Moved: C. Billings
Seconded: A. Alls **CARRIED**

13.0 Adjournment

The meeting was adjourned at 6:17 p.m.

MOTION: “To adjourn the meeting.”

Moved: C. Billings
Seconded: R. Goller **CARRIED**