



**BOARD OF HEALTH FOR THE
NORTHWESTERN HEALTH UNIT**

MINUTES of the Regular Board of Health Meeting
April 30, 2015, 8:30 a.m.
Kenora NWHU City View office boardroom

~~~~~

**PRESENT:** Paul Ryan, Vice- Chair  
John Albanese, Carol Baron, Yolaine Kirlaw, Joe Ruete, Paul Ryan, Sharon Smith, Trudy Sachowski,, Bill Thompson

**IN ATTENDANCE:**  
Mark Perrault, CEO  
Dr. Kit Young Hoon, MOH  
Gillian Lunny, Manager, Sexual Health and Harm Reduction  
Marilyn Herbacz, Manager, Human & Financial Resources  
Cindy Crandall, Secretary to BOH/MOH (Recorder)

**REGRETS:** Dennis Brown, Julie Roy

**1. CALL TO ORDER**

Vice-Chair Paul Ryan called the meeting to order at 8:35 a.m. He welcomed Joe Ruete to the Board of Health. Mr. Ruete represents the municipality of Machin and the City of Dryden.

**2. APPROVAL OF AGENDA**

|                                                                                    |                 |                         |
|------------------------------------------------------------------------------------|-----------------|-------------------------|
| <b>Motion / Resolution: 38-2015</b>                                                | <b>APPROVED</b> |                         |
| THAT the Agenda for the Board of Health meeting dated April 30, 2015, be approved. |                 | J. Albanese<br>J. Ruete |

**3. DECLARATIONS OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**

None was declared.

**4. MINUTES OF BOARD OF HEALTH MEETING, MARCH 27, 2015**

|                                                                                              |                 |                         |
|----------------------------------------------------------------------------------------------|-----------------|-------------------------|
| <b>Motion / Resolution: 39 -2015</b>                                                         | <b>APPROVED</b> |                         |
| THAT the Minutes of the Board of Health meeting held March 27, 2015, be approved as written. |                 | J. Albanese<br>J. Ruete |

**5. IN CAMERA (CLOSED MEETING) SESSION:**

At 8.40 a.m. Board of Health members moved to an in camera (closed meeting) session.

|                                                                                                                                                                                       |                 |                             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------------------|
| <b>Motion / Resolution: 40-2015</b>                                                                                                                                                   | <b>APPROVED</b> |                             |
| THAT the Board of Health moves to an in camera session to discuss:<br>Education / Orientation: <ul style="list-style-type: none"> <li>• Sexual Health &amp; Harm Reduction</li> </ul> |                 | B. Thompson<br>T. Sachowski |

The Chair thanked Gillian Lunny, Manager, Sexual Health & Harm Reduction for her presentation.

|                                                                                     |                 |                         |
|-------------------------------------------------------------------------------------|-----------------|-------------------------|
| <b>Motion / Resolution: 41 -2015</b>                                                | <b>APPROVED</b> |                         |
| THAT the Board of Health moves out of in camera session to resume regular business. |                 | C. Caron<br>B. Thompson |

At 11:00 a.m. the Board of Health members moved out of the in camera session to resume regular business.

The board recessed at 11:00 a.m. and resumed business at 11:16 a.m.

## 6. PUBLIC HEALTH PROGRAMS

### 6.1 Medical Officer of Health Report – *Dr. Kit Young Hoon, MOH* *Reference 2015.04.30.6.1*

#### Provincial Policy Changes

The Ontario government announced its intention to double the number of locations that can sell beer by expanding sales to 450 grocery stores across the province. In addition there will be pilot testing of the sale of beer at LCBO retail stores. These changes are based on recommendations from the Premier's Advisory Council on Government Assets chaired by Ed Clark (outgoing Group President and CEO of TD Bank Group). It is important to note that the members of this advisory council did not include an individual with public health expertise.

Ed Clark released a report in April 2015, entitled "*Striking the Right Balance: Modernizing Beer Retailing and Distribution in Ontario*". The report focused on a core issue of "enhancing customer convenience" and "continuing to ensure that Ontarians can buy their beer at prices below the Canadian average." The work of the Council was guided by five principles that further emphasized customer convenience and maintaining prices below the Canadian average.

Although the report states that public health organizations were consulted, and the report speaks to social responsibility, there was only a limited consideration of some of the ways that the harms of alcohol use is controlled. There was no mention in the report of the harmful impact of increasing the accessibility of alcohol, and the importance of using policy levers such as pricing and taxation to reduce the harms of excess alcohol use.

The sale of alcohol in grocery stores increases the convenience and the number/ density of alcohol retail outlets in communities. Such changes have been shown to increase excessive use of alcohol and alcohol-related harms particularly violent crime.

There is strong research evidence that increasing the price of alcohol decreases alcohol consumption and the harms of alcohol use such as alcohol-impaired driving, motor vehicle accidents, violence and liver disease. Such policy changes are particularly effective on high risk groups such as youth and young males. Compared to other policy and public health interventions addressing harmful use of alcohol, pricing and taxation is considered to be one of the most effective. Unfortunately, the report by Clark et al. (2015) explicitly states that Ontario's alcohol prices are relatively low compared to other provinces and its intention to maintain low prices for the consumer. The report's misunderstanding of the harms of a low prices is further emphasized as it includes "maintaining uniform pricing and minimum retail pricing" under the section describing social responsibility. The Office of the Premier states that the government has requested that beer prices are capped until May 2017; large brewers have indicated their intention to comply with this request.

The announcement from the Office of the Premier did include a number of positive actions related to the control of alcohol including restricting the hours of sale, designating a section of the store for the sale of alcohol, and requiring appropriate certification and training of staff with respect to responsible serving. These policies along with maintaining government control of the sale of alcohol (rather than privatization) are considered to be methods of reducing the harms of alcohol. The details of such policies are yet to be determined and the potential benefits may pale in comparison to the harms caused by increasing outlet density and maintaining low prices.

The announcement of these policy changes have been made despite numerous letters and resolutions from the Association of Local Public Health Agencies, the Ontario Public Health Association and other advocacy groups.

#### The Burden of Disease From Alcohol

As mentioned in the April 2014, Medical Officer of Health Report to the Board of Health: Long-term consumption or excessive use of alcohol is associated with a number of health harms including cancer, hypertension, stroke, and disease of the liver, pancreas, stomach, heart, and nervous system. Consumption of alcohol during pregnancy has detrimental effects on brain development and increases the risk of low birth weight and fetal alcohol spectrum disorder. Excessive, heavy, or frequent alcohol intake increases the risk of injury, e.g., motor vehicle accidents, and can lead to social problems such as increased crime and violence, family dysfunction, financial problems, and difficulties with work or school.

Provincial policy changes to increase the convenience and availability of alcohol and maintain a relatively low price are particularly important for Northwestern Health Unit. **The burden of disease from excess use of alcohol in our region is relatively high compared to the province:**

- Over half of the population in NWHU (52% in 2011/12) exceeds the low-risk drinking guidelines; this is significantly higher than Ontario (44%).
- A quarter (24.5% in 2011/12) of those aged 12 and up in NWHU reported heavy drinking; this is significantly higher than heavy drinking in Ontario (18%).

- Average rate of hospitalizations from alcohol misuse over the past five years is 136 per 100,000 in NWHU; which is significantly higher than in Ontario (21 per 100,000)
- 76% of students in grades 9 to 12 in NWHU have drunk 5 or more drinks in at least one occasion in the past 12 months

Additional Verbal Report – provided by Dr. Kit Young Hoon, MOH

Research shows when alcohol is made more convenient, there is increased risk to injury, e.g., motor vehicle accidents, as well as increased crime and violence, financial problems, and family dysfunction. The health unit will be working with municipalities on by-laws to control areas where alcohol can be sold.

## 6.2 Blastomycosis Report

*Reference #2015-04.30.6.2. The report will be retained on file.*

Additional Verbal Report – provided by Dr. Kit Young Hoon, MOH

Physicians are reminded annually to consider blastomycosis as a possible diagnosis. Visitors to our area present a unique risk group. Methods to target communication to this group were explored.

## 6.3 Dental Report

*Reference #2015-04.30.6.3. The report will be retained on file.*

Additional Verbal Report – provided by Dr. Kit Young Hoon, MOH

The Northwestern Health Unit's resolution advocating to the Minister of Health and Long-Term care to ensure continued access for area children for preventive oral health and treatment services has also been endorsed by four municipalities.

An oral health survey of vulnerable adults in Northwestern Ontario was completed and a proposal will be sent to the Ministry of Health and Long-Term Care to expand our Northern Program for clients in our catchment area.

## 6.4 CQI Update

*Reference #2015-04.30-6.4. The report will be retained on file.*

Additional Verbal Report – provided by Dr. Kit Young Hoon, MOH

This report is a snapshot of what every program is doing with regard to Continuous Quality Improvement. Updates will continue as we move forward.

## 6.5 Beach Sampling Report

*Reference #2015.04.30.6.5. The report will be retained on file.*

Additional Verbal Report – provided by Dr. Kit Young Hoon, MOH

In order to increase efficiency, a review of beaches that are usually tested by the health unit, was completed. As a result, several were identified that did not meet the criteria of a beach and will not be included in testing. If a beach has been identified in a municipal plan as

such, it will continue to be tested. She advised that sampling alone can't protect from water borne disease.

If your municipality has any concerns, please bring them forward to Dr. Young Hoon and she will follow-up.

|                                                                                                                                                                                                                                                                                                                                                      |                                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| <b>Motion / Resolution: 42-2015</b>                                                                                                                                                                                                                                                                                                                  | <b>APPROVED</b>                 |
| <p>THAT the following reports be accepted as presented:</p> <ul style="list-style-type: none"> <li>- 2015.04.30.6.1 Medical Officer of Health Report</li> <li>- 2015.04.30.6.2 Blastomycosis Report</li> <li>- 2015.04.30.6.3 Dental Health Report</li> <li>- 2015.04.30.6.4 CQI Report</li> <li>- 2014.04.30.6.4 Beaches Sampling Report</li> </ul> | <p>B. Thompson<br/>S. Smith</p> |

The Board recessed for lunch at 12.05 p.m.

The Chair called the meeting to order at 12:35 p.m.

**7. CORPORATE ADMINISTRATION**

**7.1 CEO Report – Mark Perrault, CEO**  
*Reference #2015-04-30-7.1*

**Partnerships with District Social Services Boards**

Recently I and the managers have had a number of discussions and interactions with representatives from the Kenora District Services Board (KDSB) and the Rainy River District Services Board (RRDSB) regarding areas where we can partner. These include our supporting of applications for grants such as the successful application by RRDSB Community Paramedical Program and currently, an application for a poverty reduction grant by the Kenora District Services Board (KDSB).

From these focused discussions have come broader conversations on how we can work together and share/coordinate resources, acknowledging we all receive funding from municipalities and the province.

**Banking Conversion Update – CIBC to TD Canada Trust**

Formal notification was provided to CIBC on Friday, April 10, 2015, regarding our decision to move all financial services to TD Canada Trust over the next few months; target completion date is July 2015 (this is a three month endeavor). Our accounts officer is working with a team of transitional experts towards several of the tasks identified for month # 1 including:

- Administrative – Discussing account structure and requirements, providing key pieces of information required to open new accounts, set up our credit facilities, draft legal account documentation for presentation and signature by NWHU.
- Creating new bank accounts/GL's within Finance module in preparation for testing (EFT's, direct deposits, PAP's).

- Gathering banking information change forms from all parties who either deposit directly or debit our general bank by pre-authorized payment.

Once accounts have been opened, the next steps include:

- Transferring surplus money (sitting in our general account from matured GIC's) to TD for the advantage of receiving a higher daily interest rate.
  - Advantage: TD guarantees us their prime less 1.75% which is considerably higher than CIBC.
- Conducting testing of our finance system EFT set-up with their Cash Management specialist.
- Ordering new cheques.
- Advising external parties of new bank account information and effective date.
- Web based services training.

### **TD Visa One Cards**

Our CIBC Corporate Classic Visa accounts have been cancelled with all credit cards collected and returned to CIBC, Kenora. Everyone has now received and activated their new TD Visa One Card and set up their online access for the purpose of viewing their transaction activity and downloading their monthly statement for reconciliation. Advantages of this conversion include:

- A wide range of insurance benefits to the cardholder; travel accident, auto rental collision/loss damage, travel assistance, hotel/motel burglary, flight delay.
- Access to USBank online platform, for access and download of monthly statement (available on the 6th day of each month) by each cardholder or their assistant, resulting in quicker turn-around of expense posting and reports.

### **Insurance**

We have switched insurance brokers to Gillons Insurance due to cost savings of approximately six percent and additional benefits which include free legal advice regarding liabilities when we initiate new activities. The coverages and underwriter, Frank Cowan, remain identical.

### **Union Negotiations**

We received a notice to bargain from the Ontario Nurses Association. Their contract expired March 31, 2015, and management will be entering into union negotiations with them in May.

### **Ontario Budget**

The government of Ontario introduced its budget today; having reviewed it in some detail, there is no direct reference to public health spending. The government does state that any growth in salaries has to come from finding efficiencies.

The government did restate prior announcements including the Healthy Kids Community Challenge; Making Healthier Choices Act, 2014, and new Smoke-Free Ontario Act

Additional Verbal Report – *provided by Mark Perrault, CEO*

Questions and comments were provided.

**7.2 Finance Report – Mark Perrault, CEO**  
*Reference #2015-04-30-7.2 The report will be retained on file.*

Additional Verbal Report – *provided by Marilyn Herbacz, Manager, Human & Financial Resources*

Audited Financial Statements for 2014 will be distributed to members when they are received. She noted we have a small overall surplus of \$10,000.

|                                                                                                                        |                 |                         |
|------------------------------------------------------------------------------------------------------------------------|-----------------|-------------------------|
| <b>Motion / Resolution: 43-2015</b>                                                                                    | <b>APPROVED</b> |                         |
| THAT the following reports be accepted as presented:<br>- 2015.04.30.7.1 CEO Report<br>- 2015.04.30.7.2 Finance Report |                 | S. Smith<br>J. Albanese |

**8. REPORT OF EXECUTIVE COMMITTEE MEETING, April 27, 2015**

Committee Chair Paul Ryan provided a verbal report on the following agenda items.

**8.1 Appointment of Auditors for 2015**

The Health Unit is mandated to retain the services of the auditor of the largest obligated municipality which is the City of Kenora.

|                                                                                                                 |                 |                         |
|-----------------------------------------------------------------------------------------------------------------|-----------------|-------------------------|
| <b>Motion / Resolution: 46-2015</b>                                                                             | <b>APPROVED</b> |                         |
| THAT MNP be appointed as the Northwestern Health Unit’s external auditor for the year ending December 31, 2015. |                 | C. Baron<br>J. Albanese |

**8.2 Meeting with MNP (Meyers Norris Penny), auditors – 2014 Audited Financial Statements**

Representatives from MNP reviewed the statements in depth and answered questions relating to the audit. No accounting irregularities were found.

The Executive Committee recommends that the Board of Health accept and pass the resolution pertaining to the 2014 audited financial statements.

|                                                                                                                                                                                                                                               |                 |                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------------------|
| <b>Motion / Resolution: 45-2015</b>                                                                                                                                                                                                           | <b>APPROVED</b> |                             |
| THAT the Board of Health for the Northwestern Health Unit approves the Northwestern Health unit Financial Statements for the year ended December 31, 2014, and accepts the Independent Auditor’s Report prepared by MNP dated April 30, 2015. |                 | J. Albanese<br>T. Sachowski |

**8.3 Board of Health Appointments**

Paul Ryan indicated that he has contacted the Rainy River District Municipal Association (RRDMA) regarding appointment of a representative to the Board of Health. At this time we are still awaiting notification.

**8.4 Board Attendance**

The Executive Committee discussed an attendance record now that the Constitution has been changed to reflect 70% attendance is mandated. The Board Secretary will send this report out quarterly.

**8.5 Performance Appraisals, MOH, CEO**

The Chair and Vice Chair of the Board of Health have met and started planning for these reviews to be completed by September 2015. Staff interviews will start in June 2015.

**8.6. Board of Health Retreat, September 23 – 25, 2015**

The retreat will be held at Abram Lake Lodge, Sioux Lookout, September 23 – 25, 2015. Members were asked to suggest topics for the session on the first day. A facilitator will be assisting with Strategic Planning on the second day, and the regular Board of Health meeting will take place on the last day.

|                                                                                                          |                 |                          |
|----------------------------------------------------------------------------------------------------------|-----------------|--------------------------|
| <b>Motion / Resolution: 44-2015</b>                                                                      | <b>APPROVED</b> |                          |
| THAT the verbal report of the Executive Committee meeting held April 30, 2015, be accepted as presented. |                 | C. Baron<br>T. Sachowski |

**9. IPAD ROLLOUT FOLLOWUP**

Those Board of Health members not comfortable using the iPads, can return them and meeting packages will be emailed to them at their discretion.

**10. ALPHA CONFERENCE JUNE 7-9, 2015, OTTAWA**

|                                                                                                                                                                                                                                                                                                                                                        |                 |                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------------|
| <b>Motion / Resolution: 47-2015</b>                                                                                                                                                                                                                                                                                                                    | <b>APPROVED</b> |                       |
| THAT the following Board of Health members are authorized to attend the Association of Local Public Health Agencies (alPHa) Annual Conference and AGM, June 7-9, 2015 in Ottawa:<br><br>Julie Roy, Paul Ryan, Yolaine Kirlew, Trudy Sachowski, Carol Baron, Joe Ruete<br><br>Expenses for this conference will be covered by Northwestern Health Unit. |                 | S. Smith<br>Y. Kirlew |

11. MEDICAL OFFICER OF HEALTH VACATION COVERAGE

|                                                                                                                                                                                                                                                                                                                                                                                         |                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| <b>Motion / Resolution: 48-2015</b>                                                                                                                                                                                                                                                                                                                                                     | <b>APPROVED</b>                  |
| <p>THAT the Board of Health for Northwestern Health Unit approves the appointment of Dr. David Williams, Medical Officer of Health for Thunder Bay District Health Unit, as Acting Medical Officer of Health to provide Medical Officer of Health on-call/coverage for Dr. Kit Young Hoon during her absence from Northwestern Health Unit on an as-needed basis for the year 2015.</p> | <p>T. Sachowski<br/>C. Baron</p> |

12. BILL 45, MAKING HEALTHY CHOICES ACT

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>Motion / Resolution: 49-2015</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>APPROVED</b>                     |
| <p>WHEREAS, menu labelling legislation is an important step towards creating healthier and more transparent food environments for Ontario's families; and<br/>         WHEREAS, Canadians are eating out more than ever before, and people of all ages and income levels are eating out; and<br/>         WHEREAS, eating away from home is associated with excessive intakes of calories, sodium and fat among children and adults; and<br/>         WHEREAS, the average sodium intake of all ages of Canadian children exceeds the tolerable upper limit established by the Institute of Medicine (IOM); and<br/>         WHEREAS, menu labelling provides an opportunity to help prevent these children from joining the Canadian average of consuming double the recommended amount of sodium; and<br/>         WHEREAS, menu labelling provides an opportunity to help prevent these children from joining the 90% of Canadians who will develop hypertension as they age, and the 1.3 million Canadians who are living with cardiovascular disease; and<br/>         WHEREAS, Canadians strongly support disclosure of calories and sodium values and of a panel of about 3000 Canadians, 75% would like to see calories on the menu, while 71% want sodium; and<br/>         WHEREAS, the Board of Health for the Northwestern Health Unit supports menu labelling that includes both calories and sodium as a population health strategy that assists consumers to make informed and healthier food choices, as outlined in the position statement of the Ontario Society of Nutrition Professionals in Public Health, <u>Serving up Nutrition Information in Ontario Restaurants: A Position Paper</u>;<br/>         NOW THEREFORE BE IT RESOLVED THAT the Board of Health for the Northwestern Health unit urges the provincial government to amend the "Bill 45, Making Healthier Choices Act" to:</p> <ol style="list-style-type: none"> <li>1. Include sodium labeling; and</li> <li>2. Allow for municipal bylaws to address additional nutrition information beyond sodium and calories</li> </ol> <p>FURTHERMORE BE IT RESOLVED THAT, that the Board of Health sends a letter to the Standing committee on General Government regarding Bill 45 supporting the above recommended amendments; and</p> | <p>T. Sachowski<br/>J. Albanese</p> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <p>FURTHERMORE BE IT RESOLVED THAT, that copies of the letter to the Standing committee on General Government regarding Bill 45 be forwarded to the Premier of Ontario, local Members of Provincial Parliament (MPP), the Chief Medical Officer of Health, Association of Local Public Health Agencies, all Ontario Boards of Health, Ontario Society of Nutrition Professionals in Public Health, and Northwestern Health Unit obligated municipalities for their information and support.</p> |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

**13. NON AGENDA ITEMS**

There were no non agenda items identified.

**14. NEXT MEETING DATE**

**Regular Meeting of Board of Health, Fort Frances NWHU Boardroom**

**Date: Friday, May 22, 2015**

**Start Time: 8:30 a.m.**

**15. ADJOURNMENT**

The Chair adjourned the meeting at 1:35 p.m.

BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT:

CONFIRMED AS WRITTEN

THIS ..... DAY OF .....2015

---

MEETING CHAIR, BOARD OF HEALTH

---

RECORDING SECRETARY