

Wellington-Dufferin-Guelph Public Health
MINUTES OF BOARD OF HEALTH
Wednesday May 3, 2023

The Board of Health of Wellington-Dufferin-Guelph Public Health Unit met at 2:00 p.m. at the GUELPH Office at 160 Chancellors Way, Guelph ON N1G 0E1.

Members in attendance were: George Bridge (Chair), Rodrigo Goller, Duncan Bull, Linda Busuttil, Guy Gardhouse, Erin Caton, Steve Cavell, Ralph Manktelow, and Chris White.

Member(s) with regrets: David Anderson.

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

Staff members in attendance were: Chris Beveridge, Rita Isley, David Kingma, Dr. Matthew Tenenbaum (AMOH), Kyle Wilson, , Rob Cunnington, Meghan Wiles, Chuck Ferguson, Lisa Hebden, Janet Kwansah, Karen Mulvey, Emerson Rajaram, Patryk Wardach, Camille Loucks, Anna Vanderlaan, Kyley Alderson, Mary Anne Kozdras, and Laura Kelly (Recording Secretary).

Guests in attendance were: Joanne Shuttleworth (MEDIA), Austin Cardinell (MEDIA), Adam Donaldson (MEDIA), and Riley Gillespie-Wilson (MEDIA).

1.0 Call to Order

1.1 Land Acknowledgement

G. Bridge called the meeting to order at 2:02 p.m., and Dr. Mercer read the WDGPH Land Acknowledgement in full.

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 April 5, 2023 as presented.”

Moved: R. Manktelow

Seconded: D. Bull

CARRIED

4.0 MOH Updates

MOH Update(s):

Dr. Mercer provided an update as follows:

- The week of May 8th to the 14th is Nurse’s Week. The significance and impact of nurses of Wellington-Dufferin-Guelph Public Health (WDGPH) were recognized by Dr. Mercer.
- May 3, 2023 is Vaping Awareness Day. Dr. Mercer provides an update on vaping in the Wellington-Dufferin-Guelph (WDG) community and advises the Board that a more fulsome report is expected in 2024.
- The community is currently seeing a rise in illegal vaping products being sold in local stores that are not in compliance with public health guidelines. WDGPH employs youth test shoppers and to date it was found that 20% of stores in the WDG area have sold vape products to minors.
- WDGPH has a progressive disciplinary process for vendors who sell illegal vaping products, ranging from monetary fines to loss of license.
- Vaping is on the rise across the province. It is a very concerning issue that poses many serious health risks and current research does not demonstrate that it is the most effective product for smoking cessation.

5.0 Presentation(s)

Food Safety Program Report: International Women’s Day Luncheon Event Enteric Outbreak

P. Medeiros presented in conjunction with Board of Health report BH.01.MAY0323.R14 – Food Safety Program Report: International Women’s Day Luncheon Event Enteric Outbreak (see 8.0 BOH Report(s) for summary).

6.0 Business Arising

- None.

7.0 Consent Agenda

- BH.01.MAY0323.C10 – Health Protection 2023 First Quarter Performance Indicator Summary (January – March 2023)

MOTION: “That the Board of Health receive the Consent Agenda item(s), which have been given due consideration, for information.”

Moved: S. Cavell
Seconded: C. White

CARRIED

8.0 BOH Report(s)

BH.01.MAY0323.R14 – Food Safety Program Report: International Women’s Day Luncheon Event Enteric Outbreak

Dr. Mercer introduced and P. Medeiros reviewed the contents of BOH Report BH.01.MAY0323.R14 – as follows:

- This report reviewed the enteric outbreak that occurred at the Best Western Plus Orangeville Inn and Suites on March 14, 2023 caused by the bacteria, *Bacillus Cereus*.
- The Agency acted quickly and conducted a thorough investigation and included an outbreak team to identify and secure the suspect food sources to prevent further consumption and illness. Using innovative methods, such as an outbreak questionnaire, the team was able to gather attendee responses more efficiently.
- Mass catering events present unique challenges, and WDGPH and its experienced Public Health Inspectors will continue to evolve the prevention approach to maximize safe food handling practices.
- A board member requests clarification regarding home-based kitchen identification and licensing.
- Any individual who wishes to sell food from their home must notify the Medical Officer of Health and the kitchen is required to be inspected. There is a communications strategy currently being developed to identify those who have not yet notified the Agency.
- Clarification requested regarding food safety for the International Plowing Match in September 2023. WDGPH is working very closely with the organizers of this event and are part of the planning to ensure all vendors are aware of the importance of proper food safety management.

MOTION: “That the Board of Health receive BOH Report BH.01.MAY0323.R14 – Food Safety Program Report: International Women’s Day Luncheon Event Enteric Outbreak as presented, for information.”

Moved: R. Manktelow
Seconded: R. Goller

CARRIED

BH.01.MAY0323.R15 – Corporate Communications Annual Report

Dr. Mercer introduced and D. Kingma reviewed the contents of BOH Report BH.01.MAY0323.R15 – as follows:

- Compared to 2021, 2022 marked a return to normal messaging with less emphasis on COVID-19 reports.
- The Communications team was recognized for their efforts to maintain a more engaged audience in comparison to prior to the pandemic.
- The Agency, through the Communications team, will continue to provide consistent, clear messaging that is relevant to the community, build positive relationships and ensure the Agency remains a trusted source of public health information.
- Dr. Mercer continues to be the key spokesperson for WDGPH.

MOTION: “That the Board of Health receive BOH Report BH.01.MAY0323.R15 – Corporate Communications Annual Report as presented, for information.”

Moved: L. Busuttill
Seconded: G. Gardhouse **CARRIED**

BH.01.MAY0323.R16 – Addressing Adverse Childhood Experiences (ACEs) in Wellington-Dufferin-Guelph

Dr. Mercer introduced and J. Tomasik reviewed the contents of BOH Report BH.01.MAY0323.R16 – as follows:

- This report highlights the work of public health, in partnership with community partners such as Community Resilience Coalition of Guelph and Wellington, to raise awareness of ACEs. This report looks at the critical importance of early detection of ACEs and intervention to put children on the right path to overall health and wellness.
- In the WDG community, eighty (80) percent of adults have reported experiencing at least one ACE and thirty (30) percent have experienced four or more ACEs. The more ACEs someone experiences in their lifetime the more likely they are to have negative outcomes later in life.
- This project is funded by various grants, including an Ontario Trillium Foundation grant.
- WDGPH will continue to play a leading role in increasing awareness and knowledge of ACEs in WDG with a goal of preventing and reducing the effects of ACEs while building a safe environment for children and youth.
- A Board member advised that Family and Children’s Services of Guelph and Wellington County is looking for adult mentors from the WDG community. More information can be found on their [website](#).

MOTION: “That the Board of Health receive BOH Report BH.01.MAY0323.R16 – Addressing Adverse Childhood Experiences (ACEs) in Wellington-Dufferin-Guelph, as presented, for information.”

Moved: R. Manktelow
Seconded: D. Bull **CARRIED**

10.0 Committee (Verbal) Report(s)

Finance + Audit Committee Report:

BH.04.MAY0323.R04 – Draft Audited Financial Statements

- C. White introduced and briefly reviewed the contents of BOH Report BH.04.MAY0323.R04 for the Board.

- R. Cunnington provided the Finance + Audit Committee with a comprehensive review of the 2022 Draft Audited Financial Statements at the May 3, 2023 Finance + Audit Committee Meeting.

MOTION: “That the Board of Health receive Finance + Audit Committee Report BH.04.MAY0323.R04 – Draft Audited Financials as presented, for information.”

Moved: R. Goller
Seconded: L. Busuttill **CARRIED**

BH.04.MAY0323.R05 – Compliance Report: Stewardship of Management Operations

C. White introduced and reviewed the contents of Finance + Audit Committee Report BH.04.MAY0323.R05 – as follows:

- C White gave a high-level review of the annual report for the Board.
- This report illustrates the Agency’s by-laws, policies, and procedures to demonstrate adherence to the Ministry of Health’s fiscal governance requirements.

MOTION: “That the Board of Health receive Finance + Audit Committee Report BH.04.MAY0323.R05 – Compliance Report: Stewardship of Management Operations as presented, for information.”

Moved: L. Busuttill
Seconded: G. Gardhouse **CARRIED**

Human Resources Committee Report:

- NONE.

Executive Committee Report:

- NONE.

11.0 Correspondence

- NONE.

Media and Public attendees were asked to disconnect from/leave 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.

(3:31) The Open Session portion of the meeting ended, and everyone disconnected from the online portion of the meeting or left the meeting room.

12.0 CLOSED SESSION

- To approve the April 5, 2023 Closed Session BOH Minutes.
- To receive Closed Session Finance + Audit Committee Report BH.04.MAY0323.R06 – 2023 Insurance Renewal: Liability and Cyber [the security and property of the BOH]
- To receive MOH Update(s) [labour relations or employee negotiations].

(3:31)

MOTION: “To move into Closed Session to approve the Closed Session BOH Minutes of April 5, 2023; receive Closed Session Finance + Audit Committee Reports BH.04.MAY0323.R06 – 2023 Insurance Renewal: Liability and Cyber [the security and property of the BOH];and to receive MOH Update(s) [labour relations and employee negotiations].”

Moved:

R. Goller

Seconded:

G. Gardhouse

CARRIED

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CLOSED SESSION

Members in attendance were: George Bridge (Chair), Guy Gardhouse, Linda Busuttill, Erin Caton, Ralph Manktelow, Duncan Bull, Rodrigo Goller, Steve Cavell and Chris White.

Member(s) with regrets were: David Anderson.

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

Staff member(s) in attendance were: Rita Isley, David Kingma, Kyle Wilson, Chris Beveridge, Dr. Matthew Tenenbaum, and Laura Kelly (Recording Secretary).

Guest(s) in attendance were: NONE.

CLOSED SESSION MINUTES TO BE PROVIDED UNDER SEPARATE COVER.

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(4:15) Returned to Open Session.

MOTION: “To Ratify the Closed Session Decisions of the May 3, 2023 Board of Health meeting.”

Moved: S. Cavell
Seconded: L. Busuttil **CARRIED**

Motion(s) brought forward from Closed Session:

MOTION: “That the Board of Health receive Closed Session Finance + Audit Committee Report BH.04.MAY0323.R06 – 2023 Insurance Renewal: Liability and Cyber, as presented, for information.”

13.0 Adjournment

The meeting was adjourned at 4:16 p.m.

MOTION: “To adjourn the meeting.”

Moved: G. Gardhouse
Seconded: E. Caton **CARRIED**

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