

Huron Perth Public Health  
**BOARD OF HEALTH**

**West Gore Site  
Multipurpose Meeting Rooms**

**May 10, 2024**

**MINUTES**

**Membership Present:** Marg Anderson (Deputy Mayor Central Huron and Councillor, Huron County)  
Lesley Biehn (Councillor, City of Stratford)  
Sheryl Feagan (Provincial Representative)  
George Finch (Mayor South Huron and Councillor, Huron County)  
Marg Luna (Councillor, Town of St Marys)  
Bernie MacLellan, Chair (Mayor Huron East and Councillor, Huron County)  
Paul Robinson (Provincial Representative)  
Bill Vanstone (Deputy Mayor Ashfield-Colbourne-Wawanosh and Councillor, Huron County)

**Membership Regrets:** Rhonda Ehgoetz (Mayor, Perth East and Warden Perth County)  
Todd Kasenberg, Vice Chair (Mayor, North Perth and Councillor Perth County)  
Bob Parker (Provincial Representative)  
Jared Petteplace (Provincial Representative)  
Cody Sebben (Councillor, City of Stratford)

**Staff Present:** Dr. Lauren Hayward, Physician Consultant  
Dr. Miriam Klassen, MOH and CEO  
barb Leavitt, Director of Population Health  
Julie Pauli, Director of Corporate Services and Secretary to the Board of Health  
Melissa Rintoul, Executive Assistant to the Medical Officer of Health (Recorder)  
Christina Taylor, Director of Health Protection *entered the meeting at 10:45 am*  
Lori Holmes, Manager of Environmental Health *entered the meeting at 10:30am*

**Staff Regrets:** Tanya Sangster, Director of Community and Family Health

**Others in attendance:** Shawn Phaneuf, BDO to present Item 5c. 2023 Audited Financial Statements  
Ferruccio Da Sacco, BDO to present Item 5c. 2023 Audited Financial Statements

**Note: Finance and Personnel Committee (F&P) and Risk and Governance Committee (R&G) are operationalized as committees of the whole as per BOH motions January 2024.**

**1. Land Acknowledgement ~ Bill Vanstone**

*"We acknowledge that the land where we gather today is the traditional territory of the Anishinaabe, Haudenosaunee, Neutral, and Wendat peoples. We acknowledge and recognize our roles and shared responsibilities as treaty people committed to moving forward in the spirit of reconciliation, gratitude, and respect with all Indigenous, First Nation, Métis and Inuit people."*

**2. Approval of the Agenda**

Motion for Consideration:

*That the Board of Health approve the Agenda for the May 10, 2024, meeting as circulated, with the addition of 5c. 2023 Audited Financial Statements – to be presented by Shawn Phaneuf and Ferruccio Da Sacco of BDO which be presented as the first item of the meeting.*

Motion made by: Marg Luna

Seconded by: George Finch

Carried.

3. **Declarations of Pecuniary Interest**  
**Marg Anderson declared a pecuniary interest with 5c. as her daughter is a partner with BDO.**

4. **Closed Session – Litigation and Security of the Property of the Board**

Motion for Consideration:

*That the Board of Health move into closed session for discussion of a matter under litigation.*

Motion made by: Bill Vanstone

Seconded by: Marg Luna

Carried.

Reporting Out of Closed Session

**Matters under Litigation**

The Board of Health received an update on matters currently under litigation.

**Security of the Property of the Board of Health**

The Board of Health provided direction to the Director of Corporate Services with regard to the Listowel site lease.

5. **Director of Corporate Services Report – Julie Pauli**

- a. **Statement of Accounts** – period ending March 31, 2024

Motion for Consideration:

*That the Board of Health approve the Statement of Accounts for the period ending March 31, 2024.*

Motion made by: George Finch

Seconded by: Marg Luna

Carried.

- b. **Financial Transactions** – March 1-31, 2024

Motion for Consideration

*That the Board of Health approve the Financial Transaction Reports for the period of March 1-31, 2024, in the amount of \$1 747 148.90.*

Motion made by: Bill Vanstone

Seconded by: Lesley Biehn

Carried.

- c. **2023 Audited Financial Statements – Shawn Phaneuf and Ferruccio Da Sacco, of BDO**

Motion for Consideration

*That the Board of Health approve the 2023 Audited Financial statements as presented.*

Motion made by: George Finch

Seconded by: Lesley Biehn

Carried.

6. **MOH Report – Dr Miriam Klassen**

Motion for Consideration:

*That the Board of Health adopt the Report of the Medical Officer of Health as presented.*

Motion made by: Marg Luna

Seconded by: Bill Vanstone

Carried.

7. **Business Arising**

a. **Staff Report – Private Well Water Testing**

For Information Purposes

*That the Board of Health accept the Staff Report – Private Well Water Testing for information purposes.*

Motion made by: Marg Anderson

Seconded by: George Finch

Carried.

8. **New Business**

a. **Staff Report – Enterprise Risk Management**

Motion for Consideration

*That the Board of Health approve the Enterprise Risk Management plan for 2024 as presented.*

Motion made by: Marg Luna

Seconded by: Paul Robinson

Carried.

b. **aIPHa Resolutions**

Motion for Consideration

*That the Board of Health endorses the following resolutions: A24-01, Permitting Application for Automatic Prohibition Orders under the Smoke Free Ontario Act, 2017 for Vapour Product Sales Offences; A24-02 Artificial Intelligence for Enhance Public Health Outcomes; A23-03 A proposal for a Comprehensive Provincial Alcohol Strategy: Enhancing Public Health through Prevention, Education, Regulation and Treatment; A23-04 Reviewing Regulatory Needs for Supportive Living Facilities Serving Vulnerable Individuals; A23-05 Early Childhood Food Insecurity: An Emerging Public Health Problem Requiring Urgent Action; A23-06 Compliance with Ontario Not-for-Profit Corporations Act (ONCA): Proposed 2024 aIPHa General Operating By-Law to replace The Constitution of the Association of Local Public Health Agencies (Ontario).*

Motion made by: Marg Luna

Seconded by: George Finch

Carried.

*The Board of Health gave direction to Melissa Rintoul to register Dr Miriam Klassen and Sheryl Feagan, Provincial Representative, as voters on behalf of Huron Perth Public Health, and for each to receive a proxy vote.*

c. **1.01.020 Role of the Board of Health**

Motion for Consideration

*That the Board of Health review and approve items 8c to 8l as presented.*

Motion made by: Bill Vanstone

Seconded by: Lesley Biehn

Carried.

d. **1.01.025 Procedures for the Board of Health**

e. **1.01.070 Client Service Standards**

f. **1.02.900 Bridging Policy**

g. **1.05.010 Banking and Investments**

h. **1.05.015 Insurance**

- i. **1.05.020 Budget Preparation and Approval**
  - **Current Bank Accounts and Authorized Signing Officers**
- j. **1.05.025 Approval of Accounts**
  - **Current Bank Accounts and Authorized Signing Officers**
- k. **1.05.026 Reserves**
- l. **1.05.030 Financial Reports**
  - **Depreciation Rates and Capital Assets**

9. **Correspondence**

- a. SDPH Letters re Recommendations for Government Regulation of Nicotine Pouches

Motion for Consideration:

*That the Board of Health receive correspondence items for information purposes and directs staff to draft a letter with a sense of urgency to Health Canada in regard to the two previous letters sent on behalf of HPPH.*

Motion made by: Marg Luna  
Seconded by: George Finch  
Carried.

10. **Approval of the Minutes of the May 10, 2024, Board of Health meeting**

Motion for Consideration:

*That the Board of Health approve the minutes of the May 10, 2024, Board of Health meeting as presented.*

Motion made by: Lesley Biehn  
Seconded by: Sheryl Feagan  
Carried.

11. **Date of Next Meeting**

The date of the next meeting will be held on **Friday, June 14, 2024**, at the West Gore Site.

12. **Adjournment**

Motion for Consideration:

*That the meeting of the Huron Perth Public Health Board of Health be adjourned as of 11:21 am.*

Motion made by: Bill Vanstone  
Seconded by: Sheryl Feagan  
Carried.

13. **Public Announcements**

14. **Education Session – Rabies Prevention and Control Program – Lori Holmes, Manager Environmental Health and Patrick Landry, Public Health Inspector**