

**BRANT COUNTY BOARD OF HEALTH**  
**Wednesday, January 19, 2022, 9:30 a.m., Virtual**  
**MINUTES**

**PRESENT:** John Bell (County), Chair  
Susan Brown (Province), Vice-Chair  
Michael Bodnar (Province)  
David Bailey (County)  
Nancy Church (Province)  
Joy O'Donnell (Province)  
John Sless (City)  
Brian Van Tilborg (City)

Dr. Rebecca Comley ((A)MOH)  
Jo Ann Tober (CEO)  
Brent Richardson (Director, HR)  
Lisa DiDonato (Director, Finance)  
Lorraine Johnson (Exec. Asst.) (recorder)

**REGRETS:** Kevin Davis (City)

**ALSO PRESENT:** Paulo DiNola and Myles Hosie, Delegation

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**1. CALL TO ORDER**

Chair Bell called the meeting to order at 9:30 a.m.

**2. CONFLICT OF INTEREST**

Chair Bell reminded Members to declare a conflict of interest, if one so arises, at the time the item is discussed.

**3. ADDITIONS TO AGENDA & APPROVAL OF AGENDA**

**Moved by: David Bailey**

**Seconded by: John Sless**

**“THAT the Board of Health approve the Agenda as presented.”**

**Carried.**

**4. DELEGATION**

*(Meeting during delegation was recorded at the direction of the Chair.)*

Chair Bell introduced Paulo DiNola, delegation to speak to mental illness and addictions, and expressed condolences on the death of his son, Aaron. The delegate shared the story of his late son coming to the hospital for help and being turned away, and spoke of general concerns about the treatment received by people suffering from addiction and mental illness. Paulo wanted to help in the establishment of proper protocols and improved education for health care workers, correctional institutions, and community partners regarding people with addictions or mental illness who are seeking help. Myles Hosie spoke in support of Paulo and his work to gain more and improved services locally for those struggling with addictions.

Members thanked Paulo and Myles for their presentations. The Brantford-Brant Drugs Strategy is a multi-agency group working to provide harm reduction activities including reducing stigma about drug use. The Brantford Brant Ontario Health Team (BBOHT) has set mental health and addictions as a priority for 2022 to address coordination, referral patterns, and faster access to treatment. Jo Ann Tober will follow up with the appropriate OHT partner(s) and suggested linking with the local People With Lived Experience advocacy group. The Board approved Paulo's request to receive a copy of the audio recording of the presentation.

*Paulo DiNola and Myles Hosie left the meeting at 10:10 a.m.  
The recorded portion of the meeting ended.*

## 5. ELECTIONS

Chair Bell vacated the Chair and turned the floor over to Jo Ann Tober. All positions were declared vacant.

### 5.1 Chair

Jo Ann declared that nominations were open for the position of Chair of the Brant County Board of Health for 2022.

**Moved by: John Bell**

**Seconded by: John Sless**

**“THAT Susan Brown be nominated for the position of Chair of the Brant County Board of Health for 2022.”**  
**Carried.**

Nominations were closed. Susan accepted the position of Chair; however, John Bell offered to remain as Chair until the Province confirms the re-appointment of Susan Brown to the Board. Members agreed with this plan.

### 5.2 Vice-Chair

John Bell declared that nominations were open for the position of Vice-Chair of the Brant County Board of Health for 2022.

**Moved by: Michael Bodnar**

**Seconded by: David Bailey**

**“THAT Nancy Church be nominated for the position of Vice-Chair of the Brant County Board of Health for 2022.”**  
**Nancy abstained. Carried.**

Nominations were closed. Nancy Church accepted the position of Vice-Chair. This concluded the elections.

### 5.3 Signing Officers

Jo Ann presented the renewal motion for signing offices of the Brant County Health Unit.

**Moved by: David Bailey**

**Seconded by: Susan Brown**

**“THAT the Chief Executive Officer, Director of Finance, Director of Human Resources, Medical Officer of Health, Chair, and Vice-Chair be appointed signing officers for the Brant County Health Unit;**

**AND THAT two appointees be authorized signing officers for cheques with a value greater than \$1,000.00.”**  
**Carried.**

### 5.4 Membership on Board of Health Finance and Audit Committee

Current membership on the Board of Health Finance and Audit Committee is John Sless (Chair), John Bell and Joy O’Donnell. John Sless indicated his wish to step down from this Committee.

**Moved by: Susan Brown**

**Seconded by: David Bailey**

**“THAT Joy O’Donnell be nominated as Chair of the Finance and Audit Committee.”**  
**Carried.**

Joy accepted the position. John Bell agreed to remain on the Committee. Nancy offered to join the Committee, filling the requirement of three members.

## 6. INCAMERA SESSION

**Moved by: David Bailey**

**Seconded by: Michael Bodnar**

**“THAT the meeting move to In-Camera at 10:12 a.m. regarding personal matters about an identifiable individual.”**  
**Carried.**

*The regular Board of Health meeting resumed at 10:31 a.m.*

During the Incamera session, a motion was passed on item 3.1.

## 7. APPROVAL OF MINUTES

### 7.1 Brant County Board of Health Minutes of November 17, 2021

Moved by: John Sless  
Seconded by: Susan Brown

“THAT the Brant County Board of Health Minutes dated November 17, 2021, be approved as presented.”

Carried.

## 8. FINANCIAL REPORT

### 8.1 2021 Overtime Hours Report

Lisa DiDonato presented the 2021 Overtime Hours Report as distributed with the agenda. The report was provided for information.

### 8.2 Appointment of Auditors

Lisa DiDonato stated that the Municipal Act requires that boards of health appoint the same financial auditor as is used by their largest municipal funder. The City of Brantford currently holds a contract with Millards.

Moved by: David Bailey  
Seconded by: Joy O'Donnell

“WHEREAS the Municipal Act requires that boards of health appoint the same auditor as is used by their largest municipal funder, and the City of Brantford currently holds a contract for auditor services with the firm of Millards;

**BE IT THEREFORE RESOLVED THAT Millards be re-appointed as the Brant County Board of Health’s auditor for the period January 1, 2021 to December 31, 2021.”**

Carried.

Lisa confirmed that a new partner had been assigned to the audit and that Diane Paxton would remain the primary contact.

## 9. STANDING REPORTS and BUSINESS ARISING FROM PREVIOUS MINUTES

### 9.1 Report from the Chair

Chair Bell commented on the Brantford Brant Ontario Health Team’s governance discussions to add in Norfolk. The annual performance appraisals of the Medical Officer of Health and the Chief Executive Officer will be conducted by the Chair and Vice-chair, with input received from Members.

*Brian Van Tilborg left the meeting at 11:00 am.*

### 9.2 Report from the Acting Medical Officer of Health

The Medical Officer of Health’s (MOH) report was provided to Members in the agenda package. The Fall Forum in November informed priorities of the Drugs Strategy moving forward. One focus point is the anti-stigma campaign that was launched in the fall of 2021. Currently, COVID-19 is the main conduit for MOH interaction with community partners, including the Emergency Operations Centre. Weekly mentorship meetings have been occurring with Dr. Joyce Lock, MOH at Southwestern Public Health. With Dr. Lock’s retirement, a successor mentor will be determined. Dr. Malcolm Lock has come back on a short-term consultant basis to advise and support on COVID-19 matters.

### 9.3 Report from the Chief Executive Officer

Jo Ann Tober presented the Chief Executive Officer Report as distributed with the agenda. The Brantford Brant Ontario Health Team is currently meeting weekly and is dealing with health human resources concerns including outbreaks, shortage of rapid antigen tests, staffing levels, and integration and coordination of care. The municipal portions of the Health Unit’s 2022 budget were submitted to the City and County last fall. Jo Ann and Lisa will present the budget at the City’s Estimates Committee meeting on January 31; Chair Bell will also attend.

### 9.4 Food Safety Disclosure Report

This standing item is in place to report on convictions and closures of food premises ticketed for non-compliance with regulations.

**9.5 COVID-19 Reports**

**9.5.1 COVID-19 Case Management Report**

Dr. Comley presented the COVID-19 Case Management Report as provided with the agenda. Provincial processes and directives continue to change. As of December 20, provincial testing was outpaced by Omicron; therefore, new case counts are no longer a good metric. The Province is using hospitalization data over time for measurement. The Health Unit is supporting school boards and schools, but is not actively managing cases within the school sector. Support is also being provided to long-term care and retirement homes regarding infection prevention and control, as well as guidance to the hospital for outbreak flow given the scale of outbreaks and the shortage of staff.

The Waste Water Surveillance project is monitoring one site in the City and none in the County. Dr. Comley noted the challenge in clear messaging about when to use rapid antigen tests especially between symptomatic and asymptomatic people. Transmission within households is extremely high.

**9.5.2 COVID-19 Immunization Report**

Jo Ann Tober presented the COVID-19 Immunization Report, as provided with the agenda. The report outlined eligibility for second and thirds doses of COVID vaccine. A number of population, location and health equity strategies are being used to provide access to various groups of people. This week, a gynecologist will be at two clinics to encourage pregnant women to be immunized. Attempts are underway with the pediatric physicians for a similar approach. The Health Unit and school boards are strategizing about on-site school clinics. Brant has just passed the 300,000<sup>th</sup> vaccination mark, while noting that 20-25% of the immunizations given locally were for people external to this jurisdiction.

*John Sless left the meeting at 11:30 a.m.*

**9.6 Strategic Planning**

John Bell reported that he spoke with each Member individually regarding strategic planning following the November Board meeting. The 2016-2026 Strategic Plan was scheduled for an updated with allocated funds in 2021. With the ongoing pandemic, it is untimely to initiate strategic planning now, although by Q3-Q4 2022 it may be possible. This offers a window for Board Members to prepare directions for staff to follow, and would ensure municipal representatives have input now in case some are not re-appointed to this Board following the 2022 municipal elections. Alternatively, strategic planning could be reserved for the new incoming Board.

Susan Brown presented an introductory Strategic Planning Report to launch discussion. Members considered whether the first stage should be done together or if the Board could start without the Senior Leadership Team. A sub-group could be struck. Members were encouraged to educate themselves and Susan will send the referenced articles to Members, Dr. Comley and Jo Ann. The working group will consist of Nancy Church, John Bell, Susan Brown (lead), Michael Bodnar, David Bailey, and Joy O'Donnell as her schedule permits.

**Moved by: David Bailey**  
**Seconded by: Joy O'Donnell**

**“THAT the Brant County Board of Health accept reports 9.1 through 9.6 as presented.” Carried.**

**10. NEW BUSINESS**

**10.1 Board of Health Policy: COVID-19 Immunization**

Brent Richardson presented the Board of Health Policy re COVID-19 Immunization as distributed with the agenda. The policy is modelled after employee policy. All Board Members were emailed requesting their vaccination status; two responses are outstanding. Under the provincial directive, ‘fully-immunized’ currently means two doses. Members directed that the policy be amended to include reference to the provincial definition, and that the Health Unit advise the City and County Clerks that COVID vaccination is a condition for appointment to the Board of Health.

**Moved by: Nancy Church**  
**Seconded by: Susan Brown**

**“THAT the Brant County Board of Health approve the policy for Board of Health COVID-19 Immunization as amended.” Carried.**

**10.2 Provincial Appointee Re-Appointment**

The provincial appointments of Susan Brown and Joy O’Donnell will expire on April 9 and April 24, respectively. Both Members have expressed their interest in re-appointment to the Board. A letter of support for re-appointment has been submitted to the Provincial Appointments Unit, and the process is underway. (See Item 11.4.)

**10.3 Annual Signatures for Declaration of Confidentiality, Conflict of Interest Declaration, and Code of Conduct Declaration**

Jo Ann Tober reminded Members that the Ministry of Health requires annual completion of the Declaration of Confidentiality, Conflict of Interest Declaration, and Code of Conduct Declaration. The forms were emailed to Members on January 13. Nancy Church requested that the sworn statement and witness signature be removed from the Declaration of Confidentiality form, so that it is the same as the other two forms; and that, for 2022, the witness section be stroked out. Those sections will be removed going forward as per Board direction.

**11. CORRESPONDENCE** *(Board members may request a copy of items that are not attached from Board of Health Secretary)*

**11.1** Correspondence received from Algoma Public Health, dated November 16, 2021, re Annualized IPAC Hub Funding and Increase in Provincial Base Funding for Local Public Health.

**11.2** Correspondence received from Haliburton, Kawartha, Pine Ridge District Health Unit, dated November 18, 2021, re vision services for patients under the Ontario Health Insurance Plan.

**11.3** Correspondence received from Windsor-Essex County Health Unit, dated November 23, 2021, re amendment of the Immunization School Pupils Act.

**11.4** Correspondence to the Ministry of Health, dated January 4, 2022, re public appointee re-appointments.

**11.5** Correspondence from Millards, dated December 7, 2021, re 2021 financial audit engagement letter.

**Moved by: Susan Brown**

**Seconded by: David Bailey**

**“THAT the Brant County Board of Health receive the correspondence for information.”**

**Carried.**

**12. QUESTIONS/ANNOUNCEMENTS**

The Association of Local Public Health Agencies (ALPHA) 2022 Winter Symposium will be held online on February 25. Details about the program and registration will be forwarded to Members when available.

**13. FUTURE AGENDA ITEMS**

**14. NEXT MEETING DATES**

Wednesday, February 16, 2022.

**13. ADJOURNMENT**

**Moved by: John Bell**

**“THAT the Board of Health meeting be adjourned at 12:06 p.m.”**

**Carried.**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date