



Ottawa Board of Health

Minutes

Meeting #: 10
Date: April 15, 2024
Time: 5:00 pm
Location: Champlain Room, 110 Laurier Avenue West, and by electronic participation

Present: Chair Catherine Kitts, Vice-Chair Tammy DeGiovanni, Member Elyse Banham, Member Brent Bauer, Member Danielle Brown-Shreves, Member Marty Carr, Member Sabrina Chung, Member Laura Dudas, Member Glen Gower, Member Theresa Kavanagh, Member Rawlson King

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1. Notices and meeting information for meeting participants and the public
Please see the attached document for public notices and meeting information, including: availability of simultaneous interpretation and accessibility accommodations; *in camera* meeting procedures; processes and timelines for

written and oral submissions; personal information disclaimer for correspondents and public speakers; notices regarding minutes; and remote participation details.

2. Roll Call

All members were present during roll call.

3. Regrets

None.

4. Declarations of Interest

No Declarations of Interest were filed.

5. Confirmation of Minutes

Motion No. BOH 10/01

Moved by Member Sabrina Chung

Confirmation of minutes of the meeting of February 12, 2024.

Carried

6. Communications

Two communication items have been received (held on file with the Board of Health Secretary).

7. Motion to Introduce Reports

Motion No. BOH 10/02

Moved by Member Sabrina Chung

BE IT RESOLVED THAT the Confirmation of the Appoint Board of Health Secretary, the Chair of the Board of Health Verbal Report, the Medical Officer of Health Verbal Report, the OPH Adapted Inspection Program Approach, the Emergency Management at Ottawa Public Health - Annual Update, the Board of Health Governance - 2023 Review and Updates, the Delegation of Authority - Contracts Awarded for the Period of July 1 to December 13, 2018, the 2023 Operating and Capital Budget Year-end Results – Board of Health for the City of Ottawa Unit Status Report, the Ontario Ministry of Health Accountability and Reporting Requirements - Q3 and Q4 2023 Standard Activity Report, the Attendance at aPHa AGM and Conference, and the Call for Board of Health Nominations – Association of

Local Public Health Agencies' (alPHa) Board of Directors be received and considered.

Carried

7.1 Appoint Board of Health Secretary

Motion No. BOH 10/03

Moved by Member Sabrina Chung

WHEREAS, pursuant to Section 2 of the Procedure by-law (being by-law no. 2011-1, as amended), the Board is required to appoint a Secretary of the Board of Health, with specific responsibilities under the Procedural By-law;

AND WHEREAS Diane Blais, Secretary of the Board of Health, recently retired;

AND WHEREAS Casey Whitaric is available to fulfill the role of Board Secretary for the Board of Health of the City of Ottawa health unit;

THEREFORE BE IT RESOLVED THAT the Board of Health for the City of Ottawa Health Unit approve the appointment of Casey Whitaric as the Secretary of the Ottawa Board of Health and authorize her to delegate any of her powers, duties and/or functions as Ottawa Board of Health Secretary to colleagues as necessary.

Carried

7.2 Chair of the Board of Health Verbal Report

File ACS2024-OPH-BOH-0006 – City-wide

As part of her verbal report, Chair Kitts, welcomed Board Members, Ottawa Public Health and City of Ottawa Employees and Members of the public. She recognized the importance of Mental Health Awareness week, taking place during the first week of May, reminded everyone of the resources available at Ottawa Public Health to promote good mental Health. Chair Kitts also discussed the Provincial budget, which was table in March 2024 and recognized local support from the province. Additionally, she talked about the new investments in housing in the City of Ottawa which was announced early in April by Premier Ford and Mayor Sutcliffe.

In closing, Chair Kitts provided an update on the Ministry of Health's 2023 initiative to support public health units to pursue mergers with other health units. She reminded attendees that the Ottawa Board of Health's desire is to maintain the existing governance, geographic boundaries, and service structure that currently exists within the City of Ottawa, noting that this scenario provides the best net benefits to the residents of Ottawa.

Discussions on this item lasted approximately 7 minutes. The Board then voted to RECIEVE the Chair's Veral Report.

Motion No. BOH 10/04

Moved by Member Sabrina Chung

That the Board of Health for the City of Ottawa Health Unit receive this verbal report for information.

Received

7.3 Medical Officer of Health Verbal Report

File ACS2024-OPH-MOH-0002 – City-wide

Dr. Etches began her verbal report by providing an update on the Ontario Spring COVID-19 vaccine campaign, routine immunizations and monitoring the impact of Measles. She also highlighted the Chief Medical Officer of Health's 2023 Annual Report and Ottawa Public Health's work with community partners on responding to substance use harms. In closing, Dr. Etches provided Board of Health Member's with staffing announcements for Ottawa Public Health.

Discussions on this item lasted approximately 8 minutes. The Board then voted to RECEIVE the Medical Officer of Health's Verbal Report.

Motion No. BOH 10/05

Moved by Member Sabrina Chung

That the Board of Health for the City of Ottawa Health Unit receive this verbal report for information.

Received

7.4 Ottawa Public Health Adapted Inspection Program Approach

File ACS2024-OPH-EHI-0001 – City-wide

Dominique Bremner, Director, Health Protection at Ottawa Public Health and Anthony Gras, Public Health Inspector, spoke briefly to a PowerPoint presentation, which served to update the Board on the adapted inspection program approach. A copy of his presentation is held on file with the Board of Health Secretary.

Following the presentation, staff responded to questions from Board Members.

The Board then proceeded to vote on Motion 10/06. The discussion on this item lasted approximately 23 minutes.

Motion No. BOH 10/06

Moved by Member Sabrina Chung

THAT the Board of Health for the City of Ottawa Health Unit:

1. **That the Board of Health receive information about Ottawa Public Health's adapted Inspection Program for 2024 as outlined in this report and attached Document 1;**
2. **AND THAT the Board of Health direct staff to report back on the Inspection Program, upon receiving the new Ontario Public Health Standards (OPHS) and Protocols;**
3. **AND THAT, the Chair of the Board of Health send a letter to the Minister of Health requesting that the Ministry of Health institute permanent annual base funding for the Public Health Inspector practicum program and convey the need to review the funding formula alongside the review of the OPHS to grow capacity for inspection.**

Carried

7.5 Emergency Management at Ottawa Public Health - Annual Update

File ACS2024-OPH-EHI-0002 – City-wide

Staff responded to questions from Board Members. Discussions on this item lasted approximately 5 minutes, after which the Board voted to CARRY the report.

Motion No. BOH 10/07

Moved by Member Sabrina Chung

THAT the Board of Health for the City of Ottawa Health Unit receive this report for information.

Carried

7.6 Board of Health Governance – 2023 Review and Updates

File ACS2024-OPH-BOH-0007 – City-wide

Motion No. BOH 10/08

Moved by Member Sabrina Chung

THAT the Board of Health for the City of Ottawa Health Unit:

1. **Approve updates to the Board of Health Procedure By-law, as described in this report and detailed in Document 1; AND**
2. **Approve updates to the Board of Health Delegation of Authority By-law, as described in this report and detailed in Document 2; AND**
3. **Approve updates to the Board of Health Code of Conduct, as described in this report and detailed in Document 3.**

Received

7.7 Delegation of Authority – Contracts Awarded for the Period of July 1 to December 31, 2023

File ACS2024-OPH-BOH-0008 – City-wide

Staff responded to questions from Board Members. Discussions on this item lasted approximately 2 minutes, after which the Board voted to RECIEVE the report.

Motion No. BOH 10/09

Moved by Member Sabrina Chung

THAT the Board of Health for the City of Ottawa Health Unit receive this report for information.

Received

7.8 2023 Operating and Capital Budget Year-end Results – Board of Health for the City of Ottawa Unit Status Report

File ACS2024-OPH-BDS-0001 – City-wide

Motion No. BOH 10/10

Moved by Member Sabrina Chung

THAT the Board of Health for the City of Ottawa Health Unit receive the 2023 operating and capital budget year-end results for information.

Received

7.9 Ontario Ministry of Health Accountability and Reporting Requirements – Q3 and Q4 2023 Standard Activity Report

File ACS2024-OPH-QES-0001 – City-wide

Motion No. BOH 10/11

Moved by Member Sabrina Chung

THAT the Board of Health for the City of Ottawa Health Unit receive this report for information.

Received

7.10 Attendance at alPHa AGM and Conference

File ASC2024-OPH-BOH-0009 – City-wide

Motion No. BOH 10/12

Moved by Member Sabrina Chung

THAT the Board of Health for the City of Ottawa Health Unit approve the attendance of Chair Kitts at the Association of Local Public Health Agencies' (alPHa) 2024 Annual General Meeting and Conference and Board of Health Section Meeting, to be held June 5-7, 2024 in Toronto.

Received

7.11 Call for Board of Health Nominations - Association of Local Public Health Agencies' (aPHa) Board of Directors

File ACS2024-OPH-BOH-0010 – City-wide

Motion No. BOH 10/13

Moved by Member Sabrina Chung

THAT the Board of Health for the City of Ottawa Health Unit support the nomination of Vice Chair DeGiovanni to serve as a Director on the Board of Directors for the Association of Local Public Health Agencies' (aPHa), for a two-year term (2024-2026) representing the East Region.

Received

8. Motion to Adopt Reports

Motion No. BOH 10/14

Moved by Member Sabrina Chung

BE IT RESOLVED THAT the Confirmation of the Appoint Board of Health Secretary, the Chair of the Board of Health Verbal Report, the Medical Officer of Health Verbal Report, the OPH Adapted Inspection Program Approach, the Emergency Management at Ottawa Public Health - Annual Update, the Board of Health Governance - 2023 Review and Updates, the Delegation of Authority - Contracts Awarded for the Period of July 1 to December 13, 2013, the 2023 Operating and Capital Budget Year-end Results – Board of Health for the City of Ottawa Unit Status Report, the Ontario Ministry of Health Accountability and Reporting Requirements - Q3 and Q4 2023 Standard Activity Report, the Attendance at aPHa AGM and Conference, and the Call for Board of Health Nominations – Association of Local Public Health Agencies' (aPHa) Board of Directors be received and adopted.

Carried

9. Motions Requiring Suspension of the Rules of Procedure

There were no motions requiring suspension of the rules.

10. Notices of Motions (For Consideration at Subsequent Meeting)

There were no Notices of Motion.

11. Confirmation By-law

Motion No. BOH 10/15

Moved by Member Sabrina Chung

BE IT RESOLVED THAT Confirmation By-law no. 2024-2, a by-law of the Board of Health for the City of Ottawa Health Unit to confirm the proceedings of the Ottawa Board of Health at its meeting of April 15, 2024, be read and passed.

Carried

12. Inquiries

There were no inquiries.

13. Adjournment

The Board adjourned the meeting at 6:01 p.m.

14. Next Meeting

Monday, June 17, 2024 - 5:00 PM

Original signed by C. Whitarcar, Board
Secretary

Original signed by Councillor C.
Kitts, Board Chair