

**Board of Health  
Minutes**

**September 15, 2021  
9:15 am - 12:00 pm  
Zoom Meeting**

Board Members Present: R. Cipolla, L. Dollin, A. Dubeau, F. Pinto, S. Warnock, P. Willmott, L. Oehm, S. Kinsella, A. Kungl

Regrets: S. Cairns, G. Harvey, P. Koetsier, R. Milne

Staff Present: C. Gardner, K. Ellis-Scharfenberg

**1. Call To Order**

The meeting was called to order at 9:15am.

**2. Approval of the Agenda**

**Motion 2.0**

**MOVED BY L. Dollin**

**SECONDED BY S. Kinsella**

THAT the Board of Health approve the agenda as presented.

**CARRIED**

**3. Declaration of Conflict of Interest**

**4. Minutes of Previous Meeting**

4.1 Approval of Minutes from July 21, 2021.

**Motion 4.1**

**MOVED BY L. Oehm**

**SECONDED BY S. Warnock**

THAT the Board of Health approve the minutes from the July 21, 2021 Board of Health meeting.

**CARRIED**

**5. In Camera**

- 5.1 Approval of Minutes
- 5.2 Legal Issue
- 5.3 HR Issue
- 5.4 Property Issue

**Motion 5.0**

**MOVED BY** P. Willmott  
**SECONDED BY** F. Pinto

THAT the Board of Health go in camera to approve the July 21, 2021 in camera minutes and discuss one legal issue, one HR issue and one property issue.

**CARRIED**

**Motion 5.0.1**

**MOVED BY** R. Cipolla  
**SECONDED BY** L. Dollin

THAT the Board of Health come out of in camera and report.

**CARRIED**

**Motion 5.0.2**

**MOVED BY** R. Cipolla  
**SECONDED BY** S. Warnock

THAT the Board of Health support the application of the Simcoe Muskoka District Health Unit COVID-19 Immunization Policy to its membership and that the municipalities in Simcoe Muskoka be so informed.

**CARRIED AS AMENDED**

**Motion 5.0.3**

**MOVED BY** P. Willmott  
**SECONDED BY** S. Kinsella

THAT the Board of Health approve the negotiated renewal of the Orillia office lease for a further 5-year term commencing October 1, 2021.

**CARRIED**

## 6. Business Arising

- 6.1 Simcoe Muskoka COVID-19 and Immunization Update. Presentation. Dr. Charles Gardner and Mary Ann Holmes presenting.

C. Gardner provided an update on the COVID-19 pandemic noting we are currently in the 4th wave which is putting increasing pressure on hospital and ICUs throughout the province. This wave is being driven by the Delta variant which is more transmissible relative to past variants.

Compared to the western provinces, Ontario and Quebec are doing quite well at this time, however if transmission cannot be reduced, and vaccination accelerated, ICU occupancy could exceed wave 3 by October 2021.

Board members reviewed the current vaccination rates across Simcoe Muskoka which is currently 83% for first dose and 77% full vaccination of the eligible population. It was also noted that there is greater coverage in older populations compared to the younger populations.

MA Holmes presented the timeline of immunization in Simcoe Muskoka since December 2020 and the milestones that occurred along this journey. C. Gardner acknowledged MA Holmes for her immense work and that of her team throughout the vaccination campaign.

C. Nisbet discussed the case and contact management and outbreak response throughout wave 4 and the strategies being implemented to respond to the COVID-19 response efficiently with limited staffing resources. The limited ability to respond with our present resources if the fourth wave continues to rise, given our limited resources was noted. C. Gardner acknowledged C. Nisbet for her immense work and that of her team throughout pandemic.

### **Motion 6.1**

**MOVED BY** F. Pinto

**SECONDED BY** A. Kungl

THAT the Board of Health receive this update as information.

**CARRIED**

- 6.2 Year-to-Date Financial Report for the Period Ending June 30, 2021. Briefing Note. Dr. Charles Gardner and Karen Ellis-Scharfenberg presenting.

K. Ellis-Scharfenberg presented the financial report for the period ending June 30, 2021 noting the year-to-date Cost-Shared revenues and expenditures surplus. The technology budget was reviewed as well as payroll and mass immunization clinics which have contributed to the large deficit for this report. The Q2 expenses will be submitted to the Ministry of Health this week along with a detailed COVID-19 immunization report.

Board members commended the volunteers who assisted at MICs. Recognition for this group will be considered in greater detail at a later date.

**Motion 6.2**

**MOVED BY** R. Cipolla

**SECONDED BY** S. Kinsella

THAT the Board of Health receive the first quarter financial reports for:

- Mandatory and Related Public Health Programs and Services
- COVID-19 Extraordinary One-time (case and contact management)
- COVID-19 Immunization One-time
- School-Focused Nurses Initiative One-time
- Ontario Seniors Dental Care Program (100% Ministry of Health funding)

**CARRIED**

- 6.3 Line of Credit and Ministry Funding COVID-19. Briefing Note. Dr. Charles Gardner and Karen Ellis-Scharfenberg presenting.

K. Ellis-Scharfenberg discussed the recent communication to the Board of Health sent via email on August 27, 2021 which noted that SMDHU was successful in receiving written consent from each of the 4 obligated municipalities to secure a \$5M Line of Credit. The same email identified that SMDHU management had established a plan to retain unbudgeted casual staff to respond to wave 4 COVID-19 modelling.

It was noted that SMDHU finance has been monitoring cash flow and budget expenditures very closely to assess the cash flow status and to project if and to what degree a COVID-19 deficit would occur. The payroll costs have now been reduced due to the dismantling of the mass immunization clinics.

The Ministry of Health has indicated they will absorb all interest costs for health units related to loans to cover cash flow issues.

**Motion 6.3**

**MOVED BY** A. Kungl

**SECONDED BY** R. Cipolla

THAT the Board of Health receive this briefing note for information.

**CARRIED**

- 6.4 2021 Budget Deliberations Schedule. Briefing Note. Dr. Charles Gardner and Karen Ellis-Scharfenberg presenting.

K. Ellis-Scharfenberg provided a summary of budget materials and the recommended timeline for the completion of the 2022 budget. The deadline for submission of the Annual Service Plan and budget submission is expected to be February 28, 2022.

Board members reviewed the budget deliberation assumptions which are currently in the early planning stages and will carry over into 2022. It was also noted that the Ministry of Health will provide \$2.1M as one-time mitigation funding to off-set costs to the SMDHU municipalities incurred within the Public Health Modernization plans.

**Motion 6.4**

**MOVED BY** S. Warnock

**SECONDED BY** P. Willmott

THAT the Board of Health receive the 2022 Budget Deliberations briefing note for information and consideration and approve the proposed schedule of meetings including meeting on December 15, 2021.

**CARRIED**

**7. Announcements**

R. Cipolla noted that a virtual Open House will be held on September 16, from 6:00-7:30pm as an opportunity for the public to share their feedback and ask questions to City of Orillia staff and consultants about the Climate Change Action Plan. This event will be hosted by Bob McDonald and registration can be found at [www.orillia.ca/climatefuture](http://www.orillia.ca/climatefuture).

**8. Items of Education**

**9. Items of Information**

9.1 Memo from Dr. Kieran Moore, Chief Medical Officer of Health to Ontario Medical Officers of Health re Fall Updates.

9.2 Letter from Dr. Charles Gardner, Medical Officer of Health for the Simcoe Muskoka District Health Unit to employers in Simcoe Muskoka re Medical Officer of Health Recommendations for Workplace COVID-19 Vaccination Policies.

9.3 Letter from Dr. Charles Gardner, Medical Officer of Health for the Simcoe Muskoka District Health Unit to employers in Simcoe Muskoka re Letter of Instruction.

9.4 Letter from Anita Dubeau, Board Chair for the Simcoe Muskoka District Health Unit to Chairman John Klinck, District of Muskoka re Simcoe Muskoka District Health Unit Board of Health seeking consent for Line of Credit.

- 9.5 Letter from Anita Dubeau, Board Chair for the Simcoe Muskoka District Health Unit to Mayor Jeff Lehman and Council, City of Barrie re Simcoe Muskoka District Health Unit Board of Health seeking consent for Line of Credit.
- 9.6 Letter from Anita Dubeau, Board Chair for the Simcoe Muskoka District Health Unit to Warden George Cornell and Council, County of Simcoe re Simcoe Muskoka District Health Unit Board of Health seeking consent for Line of Credit.
- 9.7 Letter from Anita Dubeau, Board Chair for the Simcoe Muskoka District Health Unit to Mayor Steve Clarke and Council, City of Orillia re Simcoe Muskoka District Health Unit Board of Health seeking consent for Line of Credit.
- 9.8 Speaking Notes for Simcoe Muskoka District Health Unit Board members attending the 2021 AMO Conference.
- 9.9 Letter from Wendy Cooke, City Clerk/Director of Legislative Services for the City of Barrie to Karen Ellis-Scharfenberg, VP, Program Foundations and Finance re SMDHU Line of Credit Request.
- 9.10 Letter from Megan Williams, Deputy Clerk, City of Orillia to Anita Dubeau, Board Chair for the Simcoe Muskoka District Health Unit re SMDHU Line of Credit Request.
- 9.11 Letter from Ms. Maureen Cassidy, Board Chair and Dr. Chris Mackie, Medical Officer of Health for the Middlesex-London Health Unit to Anita Dubeau, Board Chair for the Simcoe Muskoka District Health Unit re Mitigation Funding for 2022.
- 9.12 Letter from Larry Martin, Chair of the Board of Health for Southwestern Public Health to the Honourable Christine Elliott, Deputy Premier and Minister of Health re COVID-19 Recovery and Post Pandemic Funding.
- 9.13 Letter from Dr. Paul Roumeliotis, aPHa Chair, Dr. Charles Gardner, Chair, Council of Ontario Medical Officers of Health and Wess Garrod, Chair, Boards of Health Section to Dr. Kieran Moore, Chief Medical Officer of Health re A Cautious and Measured Reopening.
- 9.14 Proceedings from the 2021 aPHa Annual Conference.
- 9.15 Email from Wess Garrod, Chair, Boards of Health Section for aPHa to all Ontario Board of Health members re Update and Congratulations to all Board of Health members throughout the pandemic.
- 9.16 Memorandum from Michelle E. DiEmanuele, Secretary of the Cabinet for Province of Ontario to Deputy Ministers re Deputy Minister Appointment.
- 9.17 aPHa Information Break – July 20, 2021.
- 9.18 aPHa Information Break – August 13, 2021.
- 9.19 Thank you note from staff member.

**10. Date of Next Meetings**

- October 20, 2021
- November 17, 2021

**11. Adjournment**

The meeting was adjourned at 11:30 am.

**Motion 11.0**

**MOVED BY** A. Kungl

**SECONDED BY** L. Oehm

THAT the Board of Health meeting be adjourned at 11:30am.

**CARRIED**

**ORIGINAL Signed By:**

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Anita Dubeau

Chair, Board of Health

**ORIGINAL Signed By:**

\_\_\_\_\_  
Dr. Charles Gardner

Medical Officer of Health