

# Board of Health Minutes

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**Date:** Friday, January 24, 2025  
**Location:** Electronic via Microsoft Teams & GBPH Boardroom  
(101 17th Street East, Owen Sound ON N4K 0A5)  
**Time:** 10:01 AM – 11:10 AM

**Members Present:**

Mr. Chad Richards	Ms. Sue Carleton
Mr. Kevin Eccles	Ms. Andrea Matrosovs
Ms. Shirley Keaveney	Mr. Don Murray
Mr. Jay Kirkland	Mr. Kenneth Craig
Ms. Helen-Claire Tingling	Ms. Beverly Wilkins

**Regrets:** Mr. Nick Saunders  
**Also Present:** Dr. Ian Arra, Kim Rutherford, Denis Langlois  
**Special Guests:**  
**Recording Secretary:** Ms. Kellisa Webb

## 1.0 Call to Order

Vice-Chair Richards called the meeting to order at 10:01 AM.

## 2.0 Roll Call

The roll call was called by the recording secretary. Quorum was declared.

## 3.0 Welcome to New Board Members and Recognition of Former Members Years of Service

Vice-Chair Richards welcomed new Board members Jay Kirkland, Don Murray, and Shirley Keaveney and thanked former member Chris Peabody for his years of service.

*Kevin Eccles joined the meeting at 10:04 AM.*

## 4.0 Amendments to Agenda

None.

## 5.0 Approval of Agenda

Moved by: Shirley Keaveney

Seconded by: Kevin Eccles

“THAT, the agenda for Friday, January 24, 2025, be approved as presented.”

**Carried.**

## 6.0 Disclosure of Pecuniary Interest

No disclosures of pecuniary interest were declared at this time.

## 7.0 Educational Notes

7.1 V-514 Election of Officers and Auditors

The Medical Officer of Health reiterated a point he made at the December 2024 meeting, before the election of the new Chair who is not a member from Grey nor Bruce Counties, about the need to amend policy V-514 Election of Officer and Auditors to remove the limitation of the Chair selection to members from Grey and Bruce Counties.

A discussion ensued on both the scope and mechanism of revising the policy. The Board decided to remove the limitation on Chair selection and to extend the Chair term-length beyond one year (The former Chair had suggested 4 years, the literature search suggested 3 years, a number of board members suggested 2 years). The Board tasked the Executive Committee with reviewing the policy and providing recommendations on possible revisions to remove the limitation on selecting the Chair, and providing recommendations on extending term beyond one year.

*Don Murray joined the meeting at 10:13 AM.*

The Medical Officer of Health (MOH) advised the Board that extending the length of a Chair's term of service was identified in 2024, by the former Chair and others, as strategy that has the potential to improve the Board's performance. The MOH shared a literature search that concluded that "adopting a term length of three years or longer for the chair of the board is a best practice that promotes stability, continuity, and effectiveness in organizational governance. It allows the chair to implement long-term strategies, build meaningful relationships, and guide the board through periods of change".

*Andrea Matrosovs joined the meeting at 10:19 AM*

The Board directed the Executive Committee to provide recommendations on making the two amendments by the next meeting.

Moved by: Kenneth Craig

Seconded by: Andrea Matrosovs

"THAT, amending policy V-514 be referred to the Executive Committee for discussion and a recommendation be brought to the next Board meeting."

**Carried.**

## **8.0 Adoption of Minutes**

### 8.1 Friday, December 20, 2024

Moved by: Sue Carleton

Seconded by: Kevin Eccles

"THAT, the minutes from Friday, December 20, 2025, be approved the Board of Health as amended."

**Carried.**

## **9.0 Correspondence and Media Releases**

### 9.1 Correspondence

9.1.1 Letter from the Board Chair of Peterborough Public Health to the Minister of Families, Children, and Social Development, and the Minister of Health, Government of Canada

- 9.1.2 Letter from the Medical Officer of Health and the CEO of the Middlesex-London Health Unit to Boards of Health in Ontario
- 9.1.3 Letter of Appointments from Bruce County

The Medical Officer of Health provided a summary of the correspondence.

Moved by: Andrea Matrosovs

Seconded by: Don Murray

“THAT, correspondence be received for information by the Board of Health.”

**Carried.**

## 9.2 Media Releases

- 9.2.1 Mr. Nicholas Saunders appointed Chair of Grey-Bruce Board of Health
- 9.2.2 Resources available to help those experiencing grief, other challenges during holiday season

The Communications Co-ordinator provided a summary of the Media Releases.

Moved by: Shirley Keaveney

Seconded by: Jay Kirkland

“THAT, the media releases be received by the Board of Health for information.”

**Carried.**

*The Communication Coordinator left the meeting at 10:42*

## 10.0 Medical Officer of Health Update

### 10.1 Opioid Situation Grey Bruce (STANDING ITEM)

#### 10.1.1 Western University Research Project - Whole of Society Resilience

The Medical Officer of Health provided an update that the SOS program, developed by Grey Bruce Public Health in collaboration with many of our local partners, will be one of the programs studied by the Western University Research Project.

#### 10.1.2 Interactive Tools in Public Health

The Medical Officer of Health shared an interactive tool from Public Health Ontario and encouraged the Board to utilize it. He highlighted the tool’s ability to show trends over time and ability to compare our health unit to other sparsely populated rural/urban mix areas or the whole province. The tool can help answer questions from the Board and is an excellent source of data for health and mortality.

### 10.2 Strengthening Public Health (STANDING ITEM)

#### 10.2.1 Letter from the Office of the Chief Medical Officer of Health, Public Health, to Medical Officers of Health and Chief Executive Officers

The letter confirms the two verbal updates from the Medical Officer of Health shared with the Board in previous meetings that the revised Ontario Public Health Standards will be released in August 2025 and implemented in January 2026.

Moved by: Kenneth Craig

Seconded by: Sue Carleton

“THAT, the Medical Officer of Health update be received by the Board of Health for information.”

**Carried.**

### 11.0 Corporate Services

#### 11.1 Financial Report | November 2024

The Senior Manager of Finance provided an update on the November 2024 Financial report and Capital Projects. The Medical Officer of Health and Senior Manager of Finance answered questions from the new Board members.

Moved by: Kevin Eccles

Seconded by: Helen-Claire Tingling

“THAT, the Financial Report for November 2024 be received by the Board of Health for information.”

**Carried.**

### 12.0 Other Business

#### 12.1 alPHa Winter Symposium

The Medical Officer of Health advised the Board of the upcoming Association of Local Public Health Agencies symposium and encouraged Board members to attend.

### 13.0 Adjournment

Moved by: Don Murray

Seconded by: Andrea Matrosovs

“THAT, the Board of Health meeting be adjourned.”

**Carried.**

*Vice-Chair Richards declared the Board of Health meeting adjourned at 11:10AM on Friday, December 20, 2024.*

**Next Meeting:**

Friday, February 28, 2025, 10:00 AM

X



Chad Richards  
Vice-Chair

X



Dr. Ian Arra  
Medical Officer of Health

X



Kellisa Webb  
Recording Secretary