



Our Vision:
Healthy People in Vibrant Communities

Special Ad hoc Building Committee
Location: MS Teams Electronic Participation
Date: September 15, 2025
Time: 3:30 p.m.

AGENDA			
Item	Agenda Item	Lead	Expected Outcome
1.0 COVENING THE MEETING			
1.1	Call to Order, Recognition of Quorum	Bernia Martin	
1.2	Approval of Agenda	Bernia Martin	Decision
1.3	Reminder to disclose Pecuniary Interest and the General nature Thereof when Item Arises	Bernia Martin	
1.4	Reminder that Meetings are Recorded for Minute Taking Purposes	Bernia Martin	
2.0 APPROVAL OF MINUTES			
2.1	Approval of Minutes June 17, 2025	Bernia Martin	Decision
3.0 APPROVAL OF CONSENT AGENDA			
None			
4.0 AGENDA ITEMS FOR INFORMATION.DISCUSSION.DECISION			
5.0 NEW BUSINESS/OTHER			
6.0 CLOSED SESSION			
7.0 RISING AND REPORTING OF THE CLOSED SESSION			
8.0 FUTURE MEETINGS & EVENTS			
8.1	Next Meeting Date October 3, 2025 via MS Teams @ 2:30 p.m.	Bernia Martin	
9.0 ADJOURNMENT			



A meeting of the Special Ad hoc Building Committee for Oxford Elgin St. Thomas Health Unit was held on June 17, 2025 via electronic means commencing at 2:31 p.m.

PRESENT:

Mr. D. Mayberry	Board Member*
Mr. G. Jones	Board Member – Vice-Chair*
Ms. B. Martin	Board Member – Chair*
Mr. M. Ryan	Board Member*
Mr. D. Warden	Board Member*
Ms. C. St. John	Chief Executive Officer*
Ms. M. Nusink	Director, Finance*
Ms. W. Lee	Executive Assistant*
Ms. J. Gordon	Administrative Assistant*

**represents virtual participation*

**REMINDER OF DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF
WHEN ITEM ARISES**

1.1 AGENDA:

Resolution # (2025-SABC-0617-1.2)

Moved by David Mayberry

Seconded by Grant Jones

That the June 17, 2025 agenda be approved.

Carried.

2.0 MINUTES:

Resolution # (2025-SABC-0617-2.1)

Moved by Grant Jones

Seconded by David Mayberry

That the minutes from April 11, 2025 be approved.

Carried.

3.0 CONSENT AGENDA

None.

4.0 AGENDA ITEMS FOR INFORMATION.DISCUSSION.DECISION

None.

5.0 NEW BUSINESS/OTHER

None.

6.0 CLOSED SESSION

Resolution # (2025-SABC-0617-C6)

Moved by Marcus Ryan

Seconded by David Mayberry

That the Special Ad hoc Building Committee moves to closed session in order to consider one or more items of the following as outlined in the Ontario Municipal Act:

- (a) the security of the property of the municipality or local board;
- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;
- (h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- (j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

Other Criteria:

- (a) a request under the *Municipal Freedom of Information and Protection of Privacy Act*, if the council, board, commission or other body is the head of an institution for the purposes of that Act; or
- (b) an ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the *Ombudsman Act*, an Ombudsman referred to in subsection 223.13 (1) of this Act, or the investigator referred to in subsection 239.2 (1). 2014, c. 13, Sched. 9, s. 22.

Carried.

7.0 RISING AND REPORTING OF THE CLOSED SESSION

Resolution # (2025-SABC-0617-C7)

Moved by Grant Jones

Seconded by Dave Warden

That the Special Ad hoc Building Committee rise with a report.

Carried.

Resolution # (2025-SABC-0617-3.1-2.0))

Moved by Grant Jones

Seconded by Dave Warden

That the Special Ad Hoc Building Committee recommend to the Board of Health to direct SWPH staff to respectfully decline the additional site recommended.

Carried.

Resolution # (2025-SABC-0617-3.1-4.0(C))

Moved by Marcus Ryan

Seconded by Dave Warden

That the Special Ad Hoc Building Committee approve the evaluation process and point system for all submissions for RFP – Architectural Design Services No. 2025-01.

Carried.

Resolution # (2025-SABC-0617-3.1-4.1(C))

Moved by Grant Jones

Seconded by Dave Warden

That the Special Ad Hoc Building Committee recommend to the Board of Health to direct SWPH staff to notify the original proponents of RFP – Project Manager No. 2024-01 of the change in direction.

Carried.

Resolution # (2025-SABC-0617-3.1-5.0(C))

Moved by Marcus Ryan

Seconded by Dave Warden

That the Special Ad Hoc Building Committee recommend to the Board of Health to proceed with the RFP – Architectural Design Services No. 2025-01, and furthermore, the continuation of the intent to lease with prospective partner.

Carried.

Resolution # (2025-SABC-0617-3.1(C))

Moved by Grant Jones

Seconded by Dave Warden

That the Special Ad hoc Building Committee approve the Chief Executive Officer's Report for June 17, 2025.

Carried.

8.0 FUTURE MEETINGS & EVENTS

The next meeting of the Committee will be at the discretion of the Chair and when new information becomes available.

9.0 ADJOURNMENT

Resolution # (2025-SABC-0617-9.0)

Moved by Dave Warden

Seconded by Grant Jones

That the meeting adjourns at 3:28 p.m.

Carried.

Confirmed by Ms. B. Martin _____