



June 26, 2025  
Board of Health Meeting  
OPEN SESSION MINUTES

A meeting of the Board of Health for Oxford Elgin St. Thomas Health Unit was held on Thursday, June 26, 2025, commencing at 1:04 p.m. Site location was moved to 1230 Talbot Street, St. Thomas, at the direction of the Chair as the Oxford County Administration Building in Woodstock was temporarily closed.

**PRESENT:**

Ms. C. Agar	Board Member
Mr. J. Couckuyt	Board Member
Mr. G. Jones	Board Member (Vice Chair)
Ms. B. Martin	Board Member (Chair)
Mr. D. Mayberry	Board Member
Mr. M. Peterson	Board Member
Mr. L. Rowden	Board Member
Mr. M. Ryan	Board Member
Mr. D. Shinedling	Board Member
Mr. E. Taylor	Board Member
Mr. D. Warden	Board Member
Dr. N. Tran	Medical Officer of Health (ex officio)
Ms. C. St. John	Chief Executive Officer (ex officio)
Ms. W. Lee	Executive Assistant

**GUESTS:**

Mr. A. Bartley*	Principal, Platinum Leadership
Ms. C. Walsh	Principal, Platinum Leadership
Ms. K. Bastian	Manager, Strategic Initiatives
Ms. J. Gordon	Administrative Assistant
Mr. P. Heywood	Program Director
Ms. L. Mallott	Health Promoter, Healthy Growth and Development
Ms. S. MacIsaac	Program Director
Mr. D. McDonald	Director, Corporate Services and Human Resources
Ms. M. Nusink	Director, Finance
Ms. C. Richards	Manager, Foundational Standards
Ms. N. Rowe*	Manager, Communications
Ms. J. Santos	Epidemiologist, Foundational Standards
Mr. D. Smith	Program Director
Ms. M. Van Den Neucker	Manager, Healthy Growth and Development

**MEDIA:**

Mr. I. McCallum*	myFM
Mr. J. Konecny*	Aylmer Express

**REGRETS:**

Mr. J. Herbert	Board Member
Mr. S. Molnar	Board Member

*\*Represents virtual participation*

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

**1.1 CALL TO ORDER, RECOGNITION OF QUORUM**

The meeting was called to order at 1:04 p.m.

**1.2 AGENDA****Resolution # (2025-BOH-0626-1.2)**

Moved by D. Mayberry

Seconded by D. Shinedling

That the agenda for the Southwestern Public Health Board of Health meeting for June 26, 2025, be approved.

Carried.

**1.3 Reminder to disclose Pecuniary Interest and the General Nature Thereof when Item Arises.****2.0 APPROVAL OF MINUTES****Resolution # (2025-BOH-0626-2.1)**

Moved by M. Peterson

Seconded by G. Jones

That the minutes for the Southwestern Public Health Board of Health meeting for May 22, 2025, be approved.

Carried.

**3.0 CONSENT AGENDA****Resolution # (2025-BOH-0626-3.1)**

Moved by D. Warden

Seconded by M. Peterson

That the Board of Health for Southwestern Public Health receive and file consent agenda item 3.1, alPHa Letter regarding Investing Proceeds of Tobacco Settlement to Strengthen Public Health.

Carried.

#### **4.0 CORRESPONDENCE RECEIVED REQUIRING ACTION**

##### **Resolution # (2025-BOH-0626-4.1)**

Moved by M. Peterson

Seconded by D. Shinedling

That the Board of Health for Southwestern Public Health supports correspondence 4.1, CIPHI and ASPHIO Letter regarding the Auditor General's report on Non-Municipal Report on Non-Municipal Drinking Water Safety.

Carried.

#### **5.0 AGENDA ITEMS FOR INFORMATION.DISCUSSION.DECISION**

##### **5.1 SWPH Adverse Childhood Experiences Health Status Report for June 26, 2025**

Mary Van Den Neucker, Manager of the Healthy Growth and Development team (HGD), introduced Jenny Santos and Lindsay Mallott, who presented the report on Adverse Childhood Experiences (ACEs).

L. Rowden asked whether trauma is addressed among staff who support individuals experiencing trauma. L. Mallott explained that Community of Practice tables have discussed this, emphasizing staff training frameworks and measures to support staff. M. Van Den Neucker added that in the HGD program, staff are aware they serve high-risk populations and have access to reflective practice, one-on-one meetings, and trauma-informed training. Mechanisms are in place for staff who may be personally affected.

E. Taylor inquired about the 2019 data, noting that recent court dispositions appear less punitive and asked what happens in cases of reoffending. J. Santos responded that 2019 remains the most recent data available, explaining that underreporting is likely due to the sensitive nature of the topic and fears of potential repercussions. While she reviewed birth year data to explore generational trends, no significant patterns emerged. J. Santos expressed hope that more recent survey data will be available next year. E. Taylor also asked whether court dispositions are used as a data source. L. Mallott noted that the local femicide table includes strong representation from the court system.

M. Ryan reflected on an earlier media interview on homelessness in Oxford County, highlighting links between ACEs and housing insecurity. He asked how Southwestern Public Health (SWPH) can do more to prevent long-term harms rather than reacting to them. Dr. N. Tran acknowledged the importance of proactive investment in prevention and noted the opportunity to engage municipalities. He offered to identify which protective factors fall under municipal jurisdiction, such as Ontario Works and housing, and to explore opportunities for collaboration.

G. Jones emphasized the high return on investment in preventing homelessness, highlighting youth development and the role of community safety and well-being plans.

D. Shinedling asked who the leads are in more advanced ACEs work and whether SWPH collaborates with them. L. Mallott mentioned Simcoe Muskoka, Halton, Thunder Bay, and Peterborough, noting that jurisdictions are at varying stages (from sustainability planning to early development), and that those further along have integrated ACEs work into their community safety and well-being plans.

D. Shinedling asked about collaboration with other provinces. J. Santos explained that the Ontario framework was adapted from Fraser Health in British Columbia to be Ontario-centric. There are currently no formal interprovincial collaboration plans as efforts have been focused on developing Ontario-specific indicators to measure progress over time. She noted that once these indicators are in place, it will be easier to assess alignment and potential for comparison beyond Ontario.

D. Shinedling asked what the Board could do at a governance level to support this work. C. St. John committed to bringing this question back to the teams, noting the importance of governance support in addressing long-term challenges and making meaningful differences.

C. Agar asked about the length of time staff work with clients and whether SWPH tracks individuals into their teen years to assess prevention outcomes. L. Mallott explained that SWPH focuses on ages 0-6. For example, the Healthy Babies Healthy Children (HBHC) program supports children from birth to school entry, and the Nurse-Family Partnership follows families from pregnancy until the child is 2 years old. J. Santos added that while individual long-term tracking is not feasible, aggregate data from schools and health reports can inform trends and program effectiveness.

L. Mallott noted the use of the Ages and Stages Questionnaire (ASQ), which provides developmental data for children when parents consent. This data feeds into a national database which then offers local insight. M. Van Den Neucker added that every local birth is screened under HBHC. Clients flagged as high-risk are offered services, and data is reported to the Ministry. The ASQ initiative, in collaboration with Queen's University, will provide detailed local data about children's social, emotional, and physical development, identifying service needs and supporting early intervention.

M. Ryan concluded by emphasizing the importance of prevention and was encouraged by the collaboration with Queen's.

#### **Resolution # (2025-BOH-0626-5.1)**

Moved by M. Peterson

Seconded by M. Ryan

That Board of Health for Southwestern Public Health accepts the SWPH Adverse Childhood Experiences Health Status Report for June 26, 2025.

Carried.

The Chair thanked L. Mallott, J. Santos, and M. Van Den Neucker, who left the meeting at 1:58 p.m. The Chair also acknowledged the sensitive nature of the presentation and encouraged any members who may have been impacted to reach out for support.

## **5.2 SWPH 2025-2029 Strategic Plan Report for June 26, 2025**

K. Bastian and C. Walsh presented the strategic plan report.

M. Ryan asked whether there is a plan in place to measure success at a high level, noting the organization's strength in day-to-day metrics. He inquired about how SWPH will report progress to the Board, including where the organization started, current status, and future plans. C. St. John confirmed that the Board will receive reports on its achievements annually, if not more frequently.

D. Shinedling expressed appreciation for the concept of a "leaderful culture."

B. Martin thanked the team for their efforts and noted this is the first substantial strategic plan since SWPH's merger, as the previous plan was disrupted by the COVID-19 pandemic.

C. St. John acknowledged the strong engagement from staff at all levels as well as the Board of Health, and thanked C. Walsh and A. Bartley from Platinum Leadership for their support and direction. C. St. John also lauded K. Bastian for her leadership over such an expansive project.

C. Walsh left the meeting at 2:18 p.m.

### **Resolution # (2025-BOH-0626-5.2)**

Moved by G. Jones

Seconded by M. Peterson

That the Board of Health approves the Southwestern Public Health 2025-2029 Strategic Plan for June 26, 2025.

Carried.

## **5.3 Medical Officer of Health's Report**

Dr. N. Tran reviewed the report.

D. Shinedling asked for clarification on recent changes related to Section 22 orders. Dr. N. Tran responded that individual Section 22 orders issued by a Medical Officer of Health do not require approval from the Chief Medical Officer of Health (CMOH). However, broader orders (Class orders) do fall under the new legislative requirements. He explained that the legislation is already in effect, and the focus at this stage is not on decision-making, but on operational logistics, such as what information must be submitted to the CMOH, in what format, and how to ensure the process is timely and efficient without causing unnecessary delays.

**Resolution # (2025-BOH-0626-5.3)**

Moved by D. Warden

Seconded by D. Mayberry

That Board of Health for Southwestern Public Health accept the Medical Officer of Health's report for June 26, 2025.

Carried.

**5.4 Chief Executive Officer's Report**

C. St. John reviewed the report.

D. Mayberry asked whether information on food insecurity, such as the current primer, had been shared with municipalities in the past. P. Heywood responded that while the primer had not yet been formally sent to municipalities, it was previously shared with the Elgin-St. Thomas and Oxford Safe and Well Committees as a soft launch. Following the Board meeting, it will be formally distributed to municipalities.

**Resolution # (2025-BOH-0626-5.4-1.3)**

Moved by M. Peterson

Seconded by L. Rowden

That the Board of Health for Southwestern Public Health sends a letter to the Ministry of Health and the Province of Ontario in support of continued investment in and accelerated implementation of standardized immunization reporting tools and a provincial registry.

Carried.

**Resolution # (2025-BOH-0626-5.4-2.1)**

Moved by M. Peterson

Seconded by D. Shinedling

That the Board of Health approves the audited financial statements for the Healthy Babies Healthy Children Program and the Pre and Post Natal Nurse Practitioner program for the period ending March 31, 2025 and that the Board of Health approve the signing of the Engagement Letter.

Carried.

**Resolution # (2025-BOH-0626-5.4-2.2)**

Moved by C. Agar

Seconded by D. Warden

That the Board of Health for Southwestern Public Health ratifies the Board of Health Chair and CEO's signing of the 2024 program-based grants annual reconciliation report as noted.

Carried.

**Resolution # (2025-BOH-0626-5.4-2.3)**

Moved by C. Agar

Seconded by D. Warden

That the Board of Health for Southwestern Public Health approve the signing of the 2024 annual reconciliation report as presented.

Carried.

**Resolution # (2025-BOH-0626-5.4)**

Moved by G. Jones

Seconded by C. Agar

That the Board of Health for Southwestern Public Health accept the Chief Executive Officer's report for June 26, 2025.

Carried.

**6.0 NEW BUSINESS**

**7.0 TO CLOSED SESSION**

**Resolution # (2025-BOH-0626-C7)**

Moved by G. Jones

Seconded by D. Warden

That the Board of Health move to closed session in order to consider one or more 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.

## **8.0 RISING AND REPORTING OF CLOSED SESSION**

### **Resolution # (2025-BOH-0626-C8)**

Moved by D. Warden

Seconded by D. Mayberry

That the Board of Health rise with a report.

Carried.

### **Resolution # (2025-BOH-0626-C3.1)**

Moved by G. Jones

Seconded by M. Peterson

That the Board of Health for Southwestern Public Health approve the Chief Executive Officer's Report for June 26, 2025.

Carried.

### **Resolution # (2025-BOH-0626-C3.2-2.1A)**

Moved by M. Peterson

Seconded by D. Warden

That the Board Member Attendance Policy BOH-GOV-090 be approved as presented;  
And that the policy be implemented effective immediately to guide the management of Board member attendance as a matter of good governance practice.

Carried.

### **Resolution # (2025-BOH-0626-C3.2-2.1B)**

Moved by D. Shinedling

Seconded by D. Warden

That the Board of Health approves an amendment to By-law No. 1, Section 10, to replace the current wording: "Unexcused absences of a member from three consecutive Board meetings in a calendar year..." with the revised wording: "Unexcused absences of a member from three consecutive regularly scheduled Board meetings..." to improve clarity and strengthen governance accountability.

Carried.

### **Resolution # (2025-BOH-0626-C3.2-2.2)**

Moved by M. Peterson

Seconded by L. Rowden



That the Board of Health approves the Political Activities Policy BOH-GOV-100 as presented for June 26, 2025.

Carried.

**Resolution # (2025-BOH-0626-C3.2)**

Moved by D. Warden

Seconded by D. Mayberry

That the Board of Health for Southwestern Public Health accepts the Governance Standing Committee Chair's report for June 26, 2025.

Carried.

**Resolution # (2025-BOH-0626-C3.3)**

Moved by D. Mayberry

Seconded by D. Warden

That the Board of Health for Southwestern Public Health approves the Special Ad Hoc Building Committee Report for June 26, 2025, and the recommendations contained therein.

Carried.

**9.0 FUTURE MEETING & EVENTS**

**10.0 ADJOURNMENT**

The meeting adjourned at 3:18 p.m.

**Resolution # (2025-BOH-0626-9.0)**

Moved by M. Peterson

Seconded by D. Warden

That the meeting adjourn to meet again on Thursday, September 25, 2025 at 1:00 p.m.

Carried.

Confirmed: \_\_\_\_\_

