



Governance Standing Committee Meeting

MS Teams Virtual Participation

May 26, 2025

10:00 a.m.

AGENDA			
ITEM	AGENDA ITEM	LEAD	EXPECTED OUTCOME
1.0 CONVENING THE MEETING			
1.1	Call to Order, Recognition of Quorum	Grant Jones	
1.2	Approval of Agenda	Grant Jones	Decision
1.3	Reminder to disclose Conflict of Interest, Pecuniary Interest and the General nature thereof when Item Arises	Grant Jones	
1.4	Reminder that Meetings are Recorded for Minute Taking Purposes	Grant Jones	
2.0 APPROVAL OF MINUTES			
2.1	Approval of Minutes: March 17, 2025	Grant Jones	Decision
3.0 APPROVAL OF CONSENT AGENDA ITEMS			
4.0 CORRESPONDENCE RECEIVED REQUIRING ACTION			
5.0 AGENDA ITEMS FOR INFORMATION.DISCUSSION.DECISION			
6.0 NEW BUSINESS/OTHER			
7.0 CLOSED SESSION			
8.0 RISING AND REPORTING OF THE CLOSED SESSION			
9.0 FUTURE MEETINGS & EVENTS			
9.1	Next Meeting Date – Monday, September 15, 2025		
10.0 ADJOURNMENT			



Governance Standing Committee Meeting

Monday, March 17, 2025

MINUTES

A meeting of the Board of Health Governance Standing Committee for Oxford Elgin St. Thomas Health Unit was held on Monday, March 17, 2025 via MS Teams commencing at 10:00 a.m.

PRESENT:

Mr. G. Jones	Committee Member (Chair)
Mr. S. Molnar	Committee Member
Mr. M. Peterson	Committee Member
Mr. L. Rowden	Committee Member
Mr. D. Shinedling	Committee Member
Ms. C. St. John	Chief Executive Officer
Ms. W. Lee	Executive Assistant

1.2 AGENDA

Resolution # (2025-GSC-0317-1.2)

Moved by S. Molnar

Seconded by M. Peterson

That the Agenda for the March 17, 2025 Governance Standing Committee (GSC) be approved.

Carried.

1.3 REMINDER TO DISCLOSE CONFLICT OF INTEREST, PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF WHEN ITEM ARISES.

1.4 REMINDER THAT MEETING ARE RECORDED FOR MINUTE TAKING PURPOSES.

2.1 APPROVAL OF MINUTES

Resolution # (2025-GSC-0317-2.1)

Moved by L. Rowden

Seconded by M. Peterson

That the minutes from the Governance Standing Committee meeting held September 16, 2024 be approved.

Carried.

3.0 CONSENT AGENDA

None.

4.0 CORRESPONDENCE RECEIVED REQUIRING ACTION:

None.

5.0 AGENDA ITEMS FOR INFORMATION.DISCUSSION.DECISION:

5.1 Chief Executive Officer's Report

Cynthia St. John reviewed her report.

The committee recommended consultation with the Board Chair on the formality of addressing Joe Preston in its thank you letter and make adjustments as needed.

C. St. John committed to meeting regularly with new Board member Earl Taylor for key orientation pieces. S. Molnar inquired about implementing a mentorship program for the Board, with a dedicated mentor assigned to new or newer board members to help them transition and integrate effectively.

C. St. John confirmed that the Governance Standing Committee had previously discussed a mentorship model and would explore it further with the intention of bringing forward information and a draft policy on mentorship for review, as no formal policy currently exists.

Resolution # 2025-GSC-0317-5.1

Moved by D. Shinedling
Seconded by M. Peterson

That the Governance Standing Committee accept the Chief Executive Officer's report for March 17, 2025.

Carried.

6.0 NEW BUSINESS/OTHER

7.0 CLOSED SESSION

Resolution # 2025-GSC-0317-C7

Moved by D. Shinedling
Seconded by L. Rowden

That the Governance Standing Committee moves to closed session in order to consider one or more of the following concerns as outlined in the Ontario Municipal Act:

That the Board of Health move to closed session in order to consider one or more 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 THE CLOSED SESSION

Resolution # 2025-GSC-0317-C8

Moved by D. Shinedling

Seconded by M. Peterson

That the Board of Health rise with a report.

Carried.

Resolution # 2025-GSC-0317-C3.1-1.1

Moved by M. Peterson

Seconded by D. Shinedling

That the Governance Standing Committee approve the 2025-2026 Governance Standing Committee Workplan as amended for March 17, 2025.

Carried.

Resolution # 2025-GSC-0317-C3.1

Moved by M. Peterson

Seconded by D. Shinedling

That the Governance Standing Committee accept the Chief Executive Officer's report for March 17, 2025.

Carried.

9.0 FUTURE MEETINGS & EVENTS

The meeting adjourned at 11:01 a.m.

10.0 ADJOURNMENT:

Resolution # 2025-GSC-0317-10

Moved by S. Molnar

Seconded by L. Rowden

That the meeting adjourns to meet again on Monday, May 26, 2025.

Carried.

Confirmed: _____