



GRAND ERIE BOARD OF HEALTH MINUTES

Wednesday, March 25, 2026 9:00 AM
Boardroom 422/Hybrid
194 Terrace Hill Street, Brantford, ON

Members Present:

Maria Kinkel, Chair, Provincial Appointee
John Bell, Vice Chair, Brant County
Michael Bodnar, Provincial Appointee
Kim Huffman, Norfolk County
Greg Martin, City of Brantford
Tom Masschaele, Norfolk County
John Metcalfe, Haldimand County
Rose Sicoli, City of Brantford

Members' Regrets:

None

Staff Present:

Dr. Jason Malenfant, Medical Officer of Health
Sarah Page, Chief Executive Officer
Dr. Seamus Norton, Acting Associate Medical Officer of Health
Katie Greene, Director, Human Resources
Brad Stark, Director, Finance
Sarah Titmus, Director, Population & Community Health
Hilary Wren-Atilola, Director, Environmental Health
Nicole Chambers, Board Clerk & Privacy Officer
April Parkinson, Executive Assistant (Recorder)
Mandy Babbey, Executive Assistant

Guests Present:

Ian Brunskill, Consultant
Monika Turner, Consultant
Michael Schlesinger, Sense & Nous
Serene Bosco, Sense & Nous

1. Call to Order

Chair M. Kinkel called the meeting to order at 9:01 a.m. It was noted that Member R. Sicoli is expected to join later in the meeting.

Chair Kinkel introduced Dr. S. Norton, Associate Medical Officer of Health, and on behalf of the Board, extended congratulations to Member A. Martin on the birth of her baby earlier this month.

2. Conflict of Interest Declarations

Chair Kinkel reminded Members to disclose any potential conflicts of interest.

3. Approval of Agenda / Urgent Business

Moved By: Member J. Bell
Seconded by: Member J. Metcalfe

That the March 25, 2026 Board of Health agenda be approved, as amended (Item 13 broken into 13.1 and 13.2).

Carried.

4. In Camera Session

4.1. Confidential Report: Land Acknowledgement

4.2. Confidential Report: Financial Savings Update

Moved By: Member M. Bodnar
Seconded by: Member G. Martin

That the Grand Erie Board of Health meeting move In Camera at 9:05 a.m. pursuant to Section 239(2)(e) of the Municipal Act, 2001, as amended, as the matter pertains to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Item 4.1);

Section 239(2)(f) of the Municipal Act, 2001, as amended, as the matter pertains to advice that is subject to solicitor-client privilege (Item 4.1);

Section 239(2)(d) of the Municipal Act, 2001, as amended, as the matter pertains to labour relations or employee negotiations. (Items 4.2 and 4.3); and

Section 239(2)(b) of the Municipal Act, 2001, as amended, as the matter pertains to personal matters about an identifiable individual, including municipal or local board employees (Item 4.3).

Carried.

The Board of Health convened in Closed Session at 9:05 a.m. and reconvened in Open Session at 9:20 a.m.

Chair M. Kinkel noted that three motions resulted from Closed Session.

Moved By: Member J. Bell
Seconded by: Member M. Bodnar

That Report 2026-015: Land Acknowledgement, be received for informational purposes; and

That the matter be referred to the Governance Committee for further consideration

Carried.

Moved By: Member K. Huffman
Seconded by: Member J. Metcalfe

That staff proceed as directed in closed session regarding item 4.2, Confidential Report: Financial Savings Update.

Carried.

Moved By: Member J. Bell
Seconded by: Member G. Martin

That staff proceed as directed in closed session regarding Item 4.3, Confidential Discussion: Human Resources Matter.

Carried.

5. Delegations

None

S. Titmus, Director, Population & Community Health, joined the meeting at 9:23 a.m.

H. Wren-Atilola, Director, Environmental Health, joined the meeting at 9:24 a.m.

6. Standing Reports

6.1. Report from the CEO

CEO S. Page presented the report as provided in the agenda package. Discussion took place regarding the proposed training options as detailed in the report. Members noted the value of in-person training geared towards senior executive leaders.

Moved By: Member R. Sicoli
Seconded by: Member M. Bodnar

That Report 2026-011: Governance Training Options, be received for informational purposes; and

That the Board of Health encourages governance training by the Executive Leadership team through participation in Option #2 as detailed in report; and further

That the governance training selected be fully funded through the “Education and Training – Governance” budget included in the 2025-2026 and 2026-2027 Merger Budget.

Carried.

7. Program Reports

None

8. New Business

8.1. Appointment of Chief Nursing Officer

Moved By: Member J. Metcalfe
Seconded by: Member R. Sicoli

That the Board of Health appoint Eric Robertson as Chief Nursing Officer for Grand Erie Public Health, effective immediately.

Carried.

8.2. Municipal vs. Ministry of Health Funding Trend

B. Stark, Director of Finance, presented the report as provided in the agenda package. Members noted that this trend is not acceptable and reflects the increase in healthcare costs that have been downloaded to municipalities.

M. Schlesinger and S. Bosco, Consultants, Sense & Nous, joined the meeting at 9:30 a.m.

Moved By: Member R. Sicoli
Seconded by: Member J. Metcalfe

That Report 2026-013: Municipal vs. Ministry of Health Funding Trend, be received for informational purposes;

That staff be directed to send correspondence on behalf of the Board of Health to the Honourable Sylvia Jones, Minister of Health, copying all area Members of Provincial Parliament, expressing the Board's concerns regarding the current municipal versus Ministry of Health funding trend and requesting a return to the established funding model; and

And that staff be directed to organize a joint delegation with the City of Brantford, County of Brant, Haldimand County and Norfolk County to meet with the Ministry of Health at the Association of Municipalities of Ontario (AMO) Annual Conference to discuss the public health funding model.

Carried.

9. Committee Reports and Recommendations

9.1. Finance and Audit Committee

Member M. Bodnar, Chair of the Finance and Audit Committee presented a report

summarizing the Committee's activities and its meeting with the Board's auditor.

Moved By: Member K. Huffman
Seconded by: Member G. Martin

That the Report from the Finance and Audit Committee Chair be received, for informational purposes.

Carried.

9.2. Governance Committee

N. Chambers, Board of Health Clerk, presented the report as provided in the agenda package.

Moved By: Member M. Bodnar
Seconded by: Member R. Sicoli

That Report 2026-010: Governance Committee Resolution - BOH By-laws and TOR be received, for informational purposes; and

That the following be approved:

- By-law No. 02 - Banking and Finance
- By-law No. 03 - Appointment and Duties of the Auditor
- Policy III-032(d) - Governance Committee Terms of Reference.

Carried.

10. Consent Agenda

- 10.1. City of Brantford - Grand Erie Public Health Board of Health Council Appointee**
- 10.2. Board of Health - Meeting Minutes - February 18, 2026**
- 10.3. Board of Health - In-Camera Meeting Minutes - February 18, 2026 (Confidential)**
- 10.4. Windsor-Essex County Health Unit Board of Health - Food Handler Training and WEC Food Premises**
- 10.5. Windsor-Essex County Health Unit Board of Health - Digital Dependence Support and Prevention in Pre-School and School Aged Children**
- 10.6. Windsor-Essex County Health Unit Board of Health - Premise Licensing for WEC Municipalities**
- 10.7. Northwestern Health Unit - Endorsement of Middlesex-London Health Unit Policy Position on Alcohol Labelling**
- 10.8. Algoma Public Health Board of Health - Combined dTaP-HB-HPV-Hib Vaccine**

Moved By: Member J. Metcalfe
Seconded by: Member M. Bodnar

That items 10.1 through 10.8 inclusive of the Consent Agenda dated March 25, 2026, be received for informational purposes.

Carried.

11. Notices of Motion/Motions

None

12. Upcoming Agenda Items

The following items will be considered at the Board of Health Meeting on April 15, 2026:

- Program Reports: Environmental Health & Healthy Growth and Development

The Board of Health recessed at 9:45 a.m. and reconvened at 9:50 a.m.

13. Strategic Planning Workshop

13.1. Workshop – Open Session

M. Schlesinger and S. Bosco, Consultants, Sense & Nous, presented an overview of the strategic planning process so far. Interviews are underway with the leadership team, staff, and community partners.

13.2. Workshop – Closed Session

Moved By: Member R. Sicoli
Seconded by: Member M. Bodnar

That the Grand Erie Board of Health meeting move In Camera at 9:52 a.m. pursuant to Section 239(2)(b) of the Municipal Act, 2001, as amended, as the matter pertains to personal matters about an identifiable individual, including municipal or local board employees;

Section 239(2)(d) of the Municipal Act, 2001, as amended, as the matter pertains to labour relations or employee negotiations;

Section 239(2)(h) of the Municipal Act, 2001, as amended, as the matter pertains to 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;

Section 239(2)(i) of the Municipal Act, 2001, as amended, as the matter pertains to 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; and

Section 239(2)(k) of the Municipal Act, 2001, as amended, as the matter pertains to 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 (Strategic Planning).

Carried.

The Board of Health convened in Closed Session at 9:52 a.m. and reconvened in Open Session at 10:37 a.m.

No motions resulted from Closed Session.

14. Adjournment

Moved By: Member J. Metcalfe
Seconded by: Member J. Bell

That the Board of Health meeting be adjourned at 10:38 a.m.

Carried.

'Original Signed By'
Chair

'Original Signed By'
Board of Health Clerk