

Board of Health Meeting MINUTES

Wednesday, January 28, 2026 - 5:00 pm
SSM Algoma Community Room | Videoconference

BOARD MEMBERS

PRESENT: Sally Hagman
Donald McConnell
Luc Morrissette
Sonny Spina
Suzanne Trivers
Jody Wildman
Natalie Zagordo

APH MEMBERS

Dr. Jennifer Loo - Medical Officer of Health/CEO
Dr. John Tuinema - Associate Medical Officer of Health & Director of Health Protection
Kristy Harper - Director of Health Promotion & Chief Nursing
Rick Webb - Director of Corporate Services
Leslie Dunseath - Manager of Accounting Services
Leo Vecchio - Manager of Communications
Tania Caputo - Board Secretary

GUESTS: Carla Breton - Manager of Human Resources, Erin Franko and Tanya Storozuk - Human Resources Coordinators

REGRETS: Board Members - J. Hemphill, S. Tassone

1.0 Meeting Called to Order

- a. Land Acknowledgment**
- b. Roll Call**
- c. Declaration of conflict of interest**

J. Loo welcomed the Board of Health members, delivered the land acknowledgement, took roll call and asked for declarations of conflict of interest, to which none were declared.

2.0 Election of Officers

a. Appointment of Board of Health Chair for the year 2026.

J. Loo called for nominations,
S. Trivers was nominated by S. Hagman, seconded by D. McConnell.
J. Loo called for any other nominations, and there being none, the nominations were closed.

S. Trivers was acclaimed as Board of Health Chair for the year 2026.

At this point S. Trivers assumed the position of Chair of the Board of Health, and resumed the election of officers.

b. Appointment of Board of Health First Vice-Chair and Chair of the Finance and Audit Committee for the year 2026.

S. Trivers called for nominations,
J. Wildman was nominated by L. Morrissette for first Vice-Chair, and seconded by S. Hagman.
S. Trivers called for any other nominations, and there being none, the nominations were closed.

J. Wildman was acclaimed as First Vice-Chair and Chair of the Finance and Audit Committee for the year 2026.

c. Appointment of Board of Health Second Vice-Chair and Chair of the Governance Committee for the year 2026.

S. Trivers called for nominations,
D. McConnell was nominated by S. Hagman for 2nd Vice-Chair, N. Zagordo seconded the nomination
S. Trivers called for any other nominations, and there being none, the nominations were closed.

D. McConnell was acclaimed as Second Vice-Chair and Chair of the Governance Committee for the year 2026.

d. Call for Committee Members for the Finance & Audit Committee and Governance Committee for the year 2026.

i. Finance and Audit Committee call for members

ii. Governance Committee call for member

e. Slate of officers and committee members.

RESOLUTION
2026-01

Moved: S. Hagman

Seconded: N. Zagordo

Be it resolved that the following is the Board of Health slate of officers and committee members for the year 2026.

D. McConnell will confirm with S. Tassone regarding membership on the committee.

Board of Health Chair:	S. Trivers
First Vice-Chair & Chair of the Finance and Audit Committee:	J. Wildman
Second Vice-Chair & Chair of the Governance Committee:	D. McConnell
Finance and Audit Committee members:	J. Wildman, S. Hagman, S. Trivers, L. Morrissette
Governance Committee members:	D. McConnell, S. Trivers

CARRIED

3.0 Signing Authority

RESOLUTION
2026-02

Moved: S. Hagman

Seconded: N. Zagordo

THAT By-Law 95-2 identifies that signing authorities for all accounts shall be restricted to:

- i) the Chair of the Board of Health
- ii) one other **Board member, designated by Resolution**
- iii) the Medical Officer of Health/Chief Executive Officer
- iv) the Director of Corporate Services

SO BE IT RESOLVED that signing authority is provided to **D. McConnell** as the one other **Board member, designated by resolution** until the next election of officers.

CARRIED

4.0 Adoption of Agenda

RESOLUTION
2026-03

Moved: L. Morrissette

Seconded: S. Spina

THAT the Board of Health agenda dated January 28, 2026, be approved as presented.

CARRIED

5.0 Delegations / Presentations

- Human Resources Update

C. Breton and T.Storozuk delivered the presentation.

6.0 Adoption of Minutes of Previous Meeting

RESOLUTION

2026-04

Moved: S. Hagman

Seconded: D. McConnell

THAT the Board of Health minutes dated November 26, 2025 be approved as presented.

CARRIED

7.0 In-Camera - 5:35 pm

For discussion of labour relations and employee negotiations, matters about identifiable individuals, adoption of **in camera minutes**, security of the property of the board, litigation or potential litigation.

RESOLUTION

2026-05

Moved: D. Mcconnell

Seconded: N. Zagordo

THAT the Board of Health go in-camera.

CARRIED

8.0 Open Meeting - 5:41 pm

There were no resolutions resulting from the in-camera meeting.

9.0 Business Arising from Minutes

Not applicable.

10.0 Reports to the Board

a. Medical Officer of Health and Chief Executive Officer Reports

i. MOH Report - January 2026

J. Loo delivered the MOH report.

RESOLUTION

2026-09

Moved: J. Wildman

Seconded: L. Morrissette

THAT the report of the Medical Officer of Health and CEO for January 2026 be accepted as presented.

CARRIED

ii. Financial Statements

L. Dunseath presented the statements.

RESOLUTION

2026-10

Moved: S. Hagman

Seconded: J. Wildman

THAT the Board of Health approves the Unaudited Financial Statements for the period ending November 30, 2025, as presented.

CARRIED

11.0 New Business/General Business

- a. Briefing Note - LED and BAS Project
R. Webb provided an overview of the briefing note.

**RESOLUTION
2026-11**

Moved: S. Hagman
Seconded: J. Wildman

That the Board of Health approve proceeding with both the LED Lighting Upgrade and BAS Modernization, and authorize APH administration to finance the project using reserve funds for the total project cost of \$582,000, and authorize APH to proceed with installation by Q1 2026 to maximize rebate eligibility.

CARRIED

12.0 Correspondence for Information

- a. alPHa Information Break - Winter 2026
- b. alPHa Pre-Budget Submission
- c. The Windsor-Essex County Board of Health passed and circulated a Resolution related to **Adverse Childhood Experiences (ACEs) Local Policy Advancement**, dated November 20, 2025.
- d. The Windsor-Essex County Board of Health passed and circulated a Resolution related to **Prevention and Response to Radon Exposures in Windsor-Essex County**, dated November 20, 2025.
- e. The Middlesex-London Board of Health passed and circulated a Resolution and infographic related to **Monitoring Food Affordability and Implications for Public Policy and Action**, dated December 11, 2025.
- f. The Middlesex-London Board of Health passed and circulated a board report regarding **Alcohol Labelling Policy Position**, dated January 22, 2026

The board identified that it will support the correspondence items d, e, and f above.

13.0 Correspondence for Action

Not applicable.

14.0 Addendum

Item 4. Updated Board meeting agenda.

15.0 Announcements / Next Committee Meetings:

Finance & Audit Committee

Wednesday, February 11, 2026 @ 5:00 pm
Video Conference | SSM Algoma Community Room

Public Health Champion Awards Reception

Wednesday, February 25, 2026 @ 4:00 pm
In-person | APH Front Lobby - 294 Willow Ave

Board of Health Meeting

Wednesday, February 25, 2026 @ 5:00 pm
Video Conference | SSM Algoma Community Room

Governance Committee

Wednesday, March 11, 2026 @ 2:00 pm
Video Conference | SSM Algoma Community Room

16.0 Evaluation

17.0 Adjournment - 6:16 pm

RESOLUTION

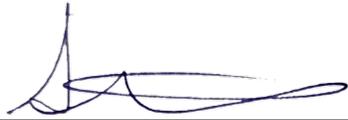
2026-12

Moved: S. Hagman

Seconded: N. Zagordo

THAT the Board of Health meeting adjourns.

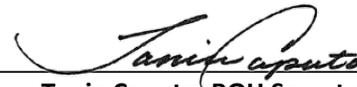
CARRIED



Suzanne Trivers, BOH Chair

February 25, 2026

Date



Tania Caputo, BOH Secretary

February 25, 2026

Date