



**THUNDER BAY DISTRICT HEALTH UNIT
BOARD OF HEALTH MEETING MINUTES**

DATE OF THE MEETING: May 21, 2025

TIME OF MEETING: 1:00 PM

PLACE OF MEETING: FIRST FLOOR BOARDROOM /
VIDEOCONFERENCE

CHAIR: MR. JAMES MCPHERSON

BOARD MEMBERS PRESENT:

Mr. Paul Malashewski
Mr. James McPherson
Mr. Allan Mihalcin
Mr. Jim Moffat
Ms. Cynthia Olsen
Ms. Donna Peacock
Mr. Don Smith
Ms. Kristine Thompson
Mr. Todd Wheeler

ADMINISTRATION PRESENT:

Dr. Janet DeMille, Medical Officer of Health and
Chief Executive Officer
Mr. Dan Hrychuk, Director – Corporate Services
Ms. Shannon Robinson, Director – Health
Promotion
Ms. Kayla Sears, Manager – Human Resources
Ms. Shelley Oleksuk, Administrative Assistant–
Health Promotion

REGRETS:

Ms. Cindy Brand
Ms. Kasey Etreni
Mr. Grant Arnold

RECORDER:

Sunena Shetty, Executive Assistant and Secretary
to the Board of Health

ABSENT:

Dr. Mark Thibert
Ms. Lucy Belanger

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

The Chair called the meeting to order at 1:02 PM.

2. ATTENDANCE AND ANNOUNCEMENTS

The Chair presented regrets from the above noted.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. AGENDA APPROVAL

The agenda was approved as presented.

Resolution No. 51-2025

Moved By: P. Malashewski

Seconded By: K. Thompson

“THAT the Agenda for the Regular Board of Health Meeting to be held on May 21, 2025 be approved.”

CARRIED

5. INFORMATION SESSION

There was no information session scheduled.

6. MINUTES OF THE PREVIOUS MEETINGS

6.1 Thunder Bay District Board of Health

The minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on April 16, 2025 were approved as presented.

Resolution No. 52-2025

Moved By: K. Thompson

Seconded By: P. Malashewski

“THAT the Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on April 16, 2025 be approved.”

CARRIED

6.2 Board of Health Executive Committee

The Minutes of the Thunder Bay District Board of Health Executive Committee Regular Session Meeting held on February 19, 2025, and Regular and Closed Session Meetings held on July 9, 2024 were presented for information.

7. MATTERS ARISING FROM THE MINUTES

A. Mihalcin opened a discussion on the economic feasibility of the "Parents like Us" book that was presented at the last meeting's info session. Board members and Administration addressed questions and concerns.

8. BOARD OF HEALTH (CLOSED SESSION) MEETING

At 1:21 PM, the Board of Health moved into Closed Session.

The following individuals left the meeting:

Mr. Phil Avella, Manager- Information Systems & Property

Ms. Shelley Oleksuk, Administrative Assistant - Health Promotion

Ms. Sunena Shetty, Executive Assistant and Secretary to the Board of Health

At 2:15 PM, the following individuals left the meeting:

Dr. Janet DeMille, Medical Officer of Health/ CEO

Mr. Dan Hrychuk, Director- Corporate Services

Ms. Kayla Sears, Manager- Human Resources

At 2:59 PM, the Board moved out of closed session and the following individuals returned to the meeting:

Dr. Janet DeMille, Medical Officer of Health/ CEO

Mr. Dan Hrychuk, Director- Corporate Services

Mr. Phil Avella, Manager- Information Systems & Property

Ms. Shelley Oleksuk, Administrative Assistant - Health Promotion

Ms. Sunena Shetty, Executive Assistant and Secretary to the Board of Health

8.1. Closed Session Report

The Chair reported that the Board of Health provided direction to TBDHU managers and staff relative to matters of negotiations on recruitment of the MOH/CEO.

Resolution No. 53a-2025

Moved By: P. Malashewski

Seconded By: J. Moffat

“THAT the Board of Health move into closed session to receive information about a plan or instruction to be applied to negotiations carried on by the Board or on behalf of the Board.”

CARRIED

9. DECISIONS OF THE BOARD

9.1 Recruitment of Medical Officer of Health / CEO

A memorandum from Dr. J. DeMille (MOH/CEO), dated May 21, 2025, relative to the recruitment of the Medical Officer of Health and CEO was presented. A resolution relative to the creation of an Ad Hoc Committee for the Recruitment of a Medical Officer of Health and CEO and appointment of members of the Committee was also presented to the Board.

The 5th member of the Committee will be appointed at the next meeting.

Resolution No. 54-2025

Moved By: D. Smith

Seconded By: K. Thompson

“THAT an Ad Hoc Committee of the Board be created for the Recruitment of a Medical Officer of Health and CEO;

AND THAT the members of the Committee are the following:

1. James McPherson
2. Allan Mihalcin
3. Cynthia Olsen
4. Don Smith”

CARRIED

9.2 Board of Health Ad Hoc Committee Report - Annual Holiday Dinner

A memorandum from K. Thompson (Chair, Ad Hoc Committee) dated May 21, 2025 relative to providing a report on the Ad Hoc Committee’s recommendations. A resolution to determine the Board’s final decision on the matter was presented.

The Board debated the 3 options presented by the Ad Hoc Committee before deciding on a 4th option wherein the Annual Dinner would be

continued and Board members would pay for their guests. Offering alcohol will be reevaluated.

Resolution No. 55-2025

Moved By: J. Moffat

Seconded By: D. Smith

“THAT the Board approves the following option regarding the current Annual Holiday Dinner:

Continue with the Annual Holiday Dinner with the members paying for spouses/partners.”

CARRIED

9.3 Contract Award for Security and Wireless Solution Technologies

Report No. 26-2025 (Information Systems and Property) relative to recommendations for approval of the contract award for Security and Wireless Solution Technologies was presented to the Board for approval.

Resolution No. 56-2025

Moved By: D. Smith

Seconded By: K. Thompson

“THAT with respect to Report No. 26-2025 (Information Systems and Property), we recommend that the contract for Security and Wireless Solution Technologies be awarded to Dell Inc., effective July 2025 to July 2030, for \$177,810 (taxes extra);

AND THAT the Director of Corporate Services and the Manager of Finance be authorized to complete any administrative requirements of the Security and Wireless Solution Technologies contract award as required.”

CARRIED

10. COMMUNICATIONS FOR INFORMATION

10.1 First Quarter Interim Financial Statements

Report Number 27-2025 (Finance) relative to providing the Board of Health with the interim financial report for the quarter ended March 31, 2025, was presented, for information.

10.2 2024 and 2025 Public Health Funding and Accountability Agreement

A memorandum from D. Hrychuk (Director of Corporate Services) dated May 21, 2025, relative to the 2024 and 2025 Public Health Funding and Accountability Agreement was presented, for information.

10.3 French Language Services Report

Report No. 25-2025 (Health Promotion) relative to the French Language Services, was presented, for information.

10.4 Medical Officer of Health/CEO update

A memorandum from Dr. J. DeMille (MOH/CEO), dated May 21, 2025, relative to the aPHa AGM and conference and Food Insecurity and Food Affordability in Ontario was presented, for information.

11. NEXT MEETING

The next regularly scheduled meeting will be held on Wednesday, June 18, 2025 at 1:00 PM.

12. ADJOURNMENT

Resolution No. 57-2025

Moved By: K. Thompson

Seconded By: J. Moffat

THAT the Board of Health meeting held on May 21, 2025 be adjourned at 3:20 PM.

CARRIED