



THUNDER BAY DISTRICT HEALTH UNIT

BOARD OF HEALTH MEETING

MINUTES

MINUTES OF THE MEETING:	December 17, 2025
TIME OF MEETING:	1:00 PM
PLACE OF MEETING:	First Floor Boardroom / Videoconference
CHAIR:	Mr. James McPherson
BOARD MEMBERS PRESENT:	ADMINISTRATION PRESENT:
Mr. Grant Arnold	Dr. Janet DeMille, Medical Officer of Health and Chief Executive Officer
Ms. Lucy Belanger	Ms. Diana Gowanlock, Director - Health Protection
Ms. Cindy Brand	Mr. Dan Hrychuk, Director - Corporate Services
Ms. Kasey Etreni	Ms. Shannon Robinson, Director - Health Promotion
Mr. Paul Malashewski	Ms. Dana Wilson, Associate Director – Communications & Strategic Initiatives
Mr. James McPherson	Ms. Diana Carlson, Administrative Assistant – Corporate Services
Mr. Jim Moffat	
Ms. Cynthia Olsen	
Ms. Donna Peacock	
Mr. Don Smith	
Ms. Kristine Thompson	
ABSENT:	RECORDER:
Dr. Mark Thibert	Ms. Lila McNeice, Executive Assistant, Secretary to the Board of Health

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

The Chair called the meeting to order at 1:07 PM.

2. ATTENDANCE AND ANNOUNCEMENTS

There were no regrets received from members.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. AGENDA APPROVAL

Resolution No. 112-2025

Moved By: K. Etreni

Seconded By: G. Arnold

THAT the Agenda for the Regular Board of Health Meeting to be held on December 17, 2025, be approved.

CARRIED

5. INFORMATION SESSION

5.1 A Population Health Approach to Gender-Based Violence

M. Stewart, Manager of the Children Youth and Families, presented TBDHU's framework on Gender-Based Violence and responded to questions from the Board.

6. MINUTES OF THE PREVIOUS MEETINGS

The Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on November 19, 2025 were presented for approval.

6.1 Thunder Bay District Board of Health

Resolution No. 113-2025

Moved By: P. Malashewski

Seconded By: K. Etreni

THAT the Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on November 19, 2025, to be approved

CARRIED

6.2 Board of Health Executive Committee

The minutes of the Thunder Bay District Board of Health Executive Committee meeting held on October 15, 2025, were provided to the Board for information.

7. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the previous meeting minutes.

8. BOARD OF HEALTH (CLOSED SESSION) MEETING

At 1:23 PM, the Board of Health moved into Closed Session, and the following individuals left the meeting:

- Ms. Diana Gowanlock, Director of Health Protection
- Ms. Shannon Robinson, Director of Health Promotion
- Ms. Dana Wilson, Associate Director of Communications & Strategic Initiatives
- Ms. Diana Carlson, Administrative Assistant - Corporate Services
- Ms. Lila McNeice, Executive Assistant and Secretary to the Board of Health

At 1:50 PM, Dr. Janet DeMille, MOH/CEO left the meeting.

At 2:07 PM, the above noted individuals returned to the meeting.

Resolution No. 114a-2025

Moved By: K. Etreni

Seconded By: G. Arnold

THAT the Board of Health move into Closed Session to receive information relative to:

- Labour relations or employee negotiations; and
- Negotiations carried on behalf of the Board; and
- Information explicitly supplied in confidence to the Board by the Province.

CARRIED

8.1 Closed Session Report

The Chair reported that during the Closed Session, the Board received information regarding labour relations and negotiations carried on behalf of the Board along with information explicitly supplied in confidence to the Board by the Province. The Chair indicated that the Board provided direction to Administration on the matters discussed.

9. DECISIONS OF THE BOARD

9.1 Annual General Meeting

Dr. J. DeMille provided a memo to the Board regarding the 2026 Board of Health Annual General Meeting.

Resolution No. 115-2025

Moved By: K. Etreni

Seconded By: G. Arnold

THAT we recommend that the 2026 Annual General Meeting of the Board of Health be held on Wednesday, January 21, 2026 at 1:00 PM;

AND THAT a Regular Session Board of Health meeting be held immediately following the Annual General Meeting.

CARRIED

9.2 One-Time Funding for Capital (Flooring)

D. Hrychuk, Director of Corporate Services, provided an update to the Board of Health noting that two bids were received for the flooring replacement, one being non-compliant. TBDHU's architectural consultant recommended not accepting the other bid on the grounds that it was non-competitive. D. Hrychuk recommended that TBDHU review with the bidder to work toward a more reasonable price and report back to the Executive Committee. If no solution is made with the bidder, TBDHU may apply for one-time funding in 2026 to re-attempt the bidding process.

The Board agreed with the noted recommendations. D. Hrychuk confirmed that there are no health and safety issues related to the current flooring at this time.

Resolution No. 116-2025

DEFERRED

10. COMMUNICATIONS FOR INFORMATION

10.1 Truth and Reconciliation Update

Report No. 49-2025 (Health Promotion) was presented to the Board of Health with an update on Truth and Reconciliation initiatives at TBDHU, for information. The Board expressed their gratitude for the opportunity for further training.

10.2 Board of Health By-law Amendment

Dr. J. DeMille (MOH/CEO) provided an update to the Board of Health regarding the Executive Committee's progress on the By-law amendment. A proposed finalized version of the By-law is to be presented to the Board for approval in early 2026, expected in February.

10.3 Advocacy Related to Upcoming ROMA Conference

Dr. J. DeMille (MOH/CEO) circulated a draft briefing note to the board for an upcoming ROMA Conference, and noted that a final copy is forthcoming to the Board electronically.

11. NEXT MEETING

By Resolution No. 115-2025, the Board of Health Annual General Meeting will be held Wednesday, January 21, 2026, immediately followed by the Regular Meeting.

12. ADJOURNMENT

Resolution No. 117-2025

Moved By: K. Etrei

Seconded By: P. Malashewski

THAT the Board of Health meeting held on December 17, 2025, be adjourned at 2:40 PM.

No. 115-2025

CARRIED