



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

MINUTES

MINUTES OF THE MEETING: January 21, 2026

TIME OF MEETING: 1:24 PM

PLACE OF MEETING: First Floor Boardroom / Videoconference

CHAIR: Mr. James McPherson

BOARD MEMBERS PRESENT:
Mr. Grant Arnold
Ms. Lucy Belanger
Ms. Cindy Brand
Ms. Kasey Etreni
Mr. Paul Malashewski
Mr. James McPherson
Mr. Jim Moffat
Ms. Cynthia Olsen
Ms. Donna Peacock
Mr. Don Smith
Ms. Kristine Thompson

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. J. Carastathis, Manager, Healthy Living
Ms. Tammy Lee Royer, Administrative
Assistant – Health Protection

ABSENT:
Mr. Todd Wheeler
Dr. Mark Thibert

RECORDER:
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 1:24 PM.

2. ATTENDANCE AND ANNOUNCEMENTS

Regrets were received from Mr. Todd Wheeler and Dr. Mark Thibert.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. AGENDA APPROVAL

Resolution No. 12-2026

Moved By: P. Malashewski

Seconded By: K. Thompson

THAT the Agenda for the Regular Board of Health Meeting to be held on January 21, 2026, be approved as amended to add item 10.5 - *Update from ROMA Conference.*

CARRIED

5. INFORMATION SESSION

5.1 Understanding Our Food Systems

K. McGibbon, Public Health Nutritionist of the Healthy Living Program, presented TBDHU's work supporting Indigenous food sovereignty in Northwestern Ontario, and responded to questions from the Board.

6. MINUTES OF THE PREVIOUS MEETINGS

6.1 Thunder Bay District Board of Health

Resolution No. 13-2026

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 December 17, 2025, 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 December 17, 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

Resolution No. 14a-2026

Moved By: K. Thompson

Seconded By: P. Malashewski

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

- Information explicitly supplied in confidence to the Board by the province; and
- Labour relations or employee negotiations.

CARRIED

At 1:50 PM, the Board of Health moved into Closed Session, and the following individuals left the meeting:

- Ms. Shannon Robinson, Director of Health Promotion
- Ms. Tammy Lee Royer, Administrative Assistant – Health Protection
- Ms. Lila McNeice, Executive Assistant and Secretary to the Board of Health

At 2:00 PM, Dr. Janet DeMille, MOH/CEO left the meeting.

At 2:13 PM, the above noted individuals returned to the meeting.

8.1 Closed Session Report

The Chair reported that during the Closed Session, the Board received information regarding labour relations or negotiations carried on behalf of the Board, along with information explicitly supplied in confidence to the Board by the Province.

8.2. Resolutions from Closed Session

Resolution No. 14c-2026

Moved By: K. Etreni

Seconded By: K. Thompson

THAT with respect to Report No. 04-2026 (Finance) we recommend that effective January 1, 2025 the updated Schedules to the Public Health Funding and Accountability Agreement with the Ministry of Health be approved, accepting additional one-time funding for the 2025-26 funding

year to support the provision of public health programs and services in the District of Thunder Bay;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the submission and implementation process, as required.

CARRIED

9. DECISIONS OF THE BOARD

9.1 aPHa Winter Symposium

Resolution No. 15-2026

Moved By: K. Thompson

Seconded By: P. Malashewski

THAT the following members of the Board be authorized to attend the aPHa 2026 Winter Symposium to be held virtually on February 13, 2026:

1. G. Arnold
2. J. McPherson
3. L. Belanger
4. P. Malashewski
5. D. Smith

AND THAT all related expenses be paid in accordance to Board of Health Policy BH-02-04 – Remuneration and Expense.

CARRIED

9.2 Policy & Procedure Reviews

Resolution No. 16-2026

Moved By: K. Etreni

Seconded By: K. Thompson

THAT amendments to the following Board of Health policies and procedures be approved:

- BH-02-01 Orientation Policy and Procedure
- BH-02-03 Continuing Education Policy and Procedure
- BH-02-05 Record of Meetings Policy and Procedure
- BH-02-22 Public Attendance and Deputations Policy

AND THAT Administration be authorized to finalize and publish the updated Board of Health policies and procedures.

CARRIED

9.3 Household Food Insecurity: An Important Public Health Issue

Resolution No. 17-2026

Moved By: K. Etreni

Seconded By: K. Thompson

THAT with respect to Report No. 03-2026 (Healthy Living) we recommend:

- THAT the Board receive the results of the 2025 Nutritious Food Basket survey and the attached reports “The Cost of Eating Well in Thunder Bay and District (2025)” and “Hungry for Change in the Thunder Bay District, 2025”;
- AND THAT the Board endorse correspondence from the Ontario Dietitians in Public Health to the National Finance Committee of Canada in support of Bill S-206, which seeks to develop a national framework for a guaranteed livable basic income;
- AND THAT the Board send a letter to indicate this support to the Federal Minister of Finance and the National Finance Committee members and local MPs.

CARRIED

10. COMMUNICATIONS FOR INFORMATION

10.1 Award of Clay Tile Flooring Contract

D. Hrychuk, Director of Corporate Services, presented a memorandum dated January 21, 2026, relative to providing the Board of Health with an update on the contract award for the Clay Tile Flooring.

10.2 2026 Mileage Rate

D. Hrychuk, Director of Corporate Services, presented a memorandum dated January 21, 2026, relative to providing the Board of Health with the 2026 mileage reimbursement rate set by the Canada Revenue Agency.

10.3 Orientation and Continuing Education Requirements

Dr. J. DeMille, Medical Officer of Health and Chief Executive Officer, presented a memorandum dated January 21, 2026, relative to requesting input from the Board of Health with respect to any orientation and continuing education requirements.

10.4 MOH/CEO Performance Evaluation

J. McPherson, Chair of the Board of Health, identified the need for development of a formal MOH/CEO probationary evaluation framework and review of the existing MOH/CEO performance review process. The policy and proposed amendments will be presented for Board discussion in February, with a target for final approval during the March session.

10.5 Update from ROMA Conference

Board members who attended the 2026 Rural Ontario Municipal Association (ROMA) conference shared insights and key takeaways from their delegation meetings with provincial representatives.

11. NEXT MEETING

It was decided at the Annual General Meeting that the next Regular Session meeting is scheduled for February 18, 2026.

12. ADJOURNMENT

Resolution No. 117-2025

Moved By: K. Etreni

Seconded By: K. Thompson

THAT the Board of Health meeting held on January 21 2026, be adjourned at 2:37 PM.

CARRIED