

# Board of Health Minutes

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**Date:** Friday, March 28, 2025  
**Location:** Electronic via Microsoft Teams & GBPH Boardroom  
(101 17th Street East, Owen Sound ON N4K 0A5)  
**Time:** 10:00 AM – 11:55 PM

**Members Present:**

Mr. Nick Saunders	Mr. Chad Richards
Ms. Sue Carleton	Mr. Kevin Eccles
Ms. Andrea Matrosovs	Ms. Shirley Keaveney
Mr. Don Murray	Mr. Kenneth Craig
Ms. Helen-Claire Tingling	Ms. Beverly Wilkins

**Regrets:** Mr. Jay Kirkland  
**Also Present:** Dr. Ian Arra, Kim Rutherford, Denis Langlois, Chimere Okoronkwo  
**Special Guests:**  
**Recording Secretary:** Ms. Kellisa Webb

## 1.0 Call to Order

Chair Saunders called the meeting to order at 10:00 AM.

## 2.0 Roll Call

Roll call was called by the recording secretary. Quorum was declared.

## 3.0 Amendments to Agenda

None.

## 4.0 Approval of Agenda

Moved by: Bev Wilkins

Seconded by: Kevin Eccles

“THAT, the agenda for Friday, March 28, 2025, be approved as presented.”

**Carried.**

## 5.0 Disclosure of Pecuniary Interest

No disclosures of pecuniary interest were declared at this time.

## 6.0 Adoption of Minutes

6.1 Friday, January 24, 2025

6.2 Friday, January 24, 2025 | Orientation

6.3 Wednesday, February 12, 2025 | Executive Committee

Moved by: Shirley Keaveney

Seconded by: Don Murray

“THAT, the two minutes from Friday, January 24, 2025, and the Executive Committee minutes from Wednesday February 12, 2025, be approved as presented.”

**Carried.**

Chair Saunders provided a letter to the Board of Health and recused himself for Agenda Item 7.0 which pertained to amendments to the Policy V-514 Election of Officers and Auditors. Vice-Chair Richards assumed the role of Chair for the remainder of the meeting.

*Chair Saunders recused himself from the meeting at 10:06 AM.*

A motion was put forward to move the discussion of the correspondence received from Chair Saunders to in-camera given that it contained personal matters about identifiable individuals.

Moved by: Kenneth Craig

Seconded by: Beverly Wilkins

“THAT, the Board of Health go into closed session to discuss correspondence received during the meeting which pertains to personal matters about an identifiable individual, including municipal or local board employees.”

**Carried.**

*Denis Langlois and Chimere Okoronkwo recused themselves from the meeting at 10:21 AM*

*The meeting returned to open session at 11:54PM with Vice-Chair Chad Richards presiding. Vice-Chair Richards declared only the item stated in the motion to go in-camera was discussed.*

The Board agreed during the closed session to defer the rest of the agenda items until the next Board of Health meeting.

## **7.0 Adjournment**

Moved by: Don Murray

Seconded by: Helen-Claire Tingling

“THAT, the Board of Health meeting be adjourned.”

**Carried.**

*Vice-Chair Richards declared the Board of Health meeting adjourned at 11:55AM on Friday, March 28, 2025.*

**Next Meeting:**

Friday, April 25, 2025, 10:00 AM

X



Chad Richards  
Vice-Chair

X



Dr. Ian Arra  
Medical Officer of Health

X



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Kellisa Webb  
Recording Secretary