

**Board of Health**

**Minutes**

**November 19, 2025**

**9:15 am - 12:04 pm**

**Teleconference**

Chair: A. Kungl

Board Members Present: R. Cipolla, P. Koetsier, L. Oehm, H. Eves, T. Walker, S. Kinsella, S. Cairns,

Board Members Virtual: B. Norris, S. Warnock, A. Dubeau, B. Gordon, J. Leduc, J. Smith, N. Nigussie, S. Read

Staff Present: L. Simon, K. Ellis-Scharfenberg

**1. Call To Order**

The meeting was called to order at 9:34 a.m.

**1.1 Land Acknowledgement**

A.M. Kungl read the land acknowledgment in full.

**2. Approval of the Agenda**

**Motion 2.0**

**MOVED BY L. Oehm**

**SECONDED BY H. Eves**

THAT the Board of Health approve the agenda as presented.

**CARRIED**

**3. Declaration of Conflict of Interest**

There was no declaration of conflict of interest.

#### **4. Consent Agenda**

##### **Motion 4.0**

**MOVED BY** P. Koetsier

**SECONDED BY** R. Cipolla

THAT the Board of Health approve the following consent agenda items:

4.1 Minutes from October 15, 2025

4.2 2026 Board of Health Meeting Schedule

THAT the Board of Health receive this briefing note as information.

AND FURTHERMORE THAT the Board of Health approve the 2026 meeting schedule as outlined in Appendix A.

**CARRIED**

#### **5. New Business (Part 1)**

5.1 Year-to-Date Financial Report for the Period Ending September 30, 2025

Briefing Note. Dr. L. Simon, K. Ellis-Scharfenberg and J. Van Donkelaar presenting.

K. Ellis-Scharfenberg reviewed the content within the briefing note which reports the year-to-date revenues and expenditures for the period ending September 30, 2025.

The Board was advised that SMDHU is in a cost-shared surplus position due to unfilled staff positions that have not generated salary or benefit expenses.

Ontario Seniors' Dental Care Program and Healthy Babies Healthy Children programs are both 100% funded by their respective Ministries. SMDHU is awaiting funding confirmation for HBHC 2025/2026.

Due to an IT issue with the hybrid meeting equipment in Mariposa room, after the Motion vote the meeting was stopped at 9:46 a.m. to relocate the meeting to the Simcoe/Muskoka rooms at the Barrie office.

**Motion 5.1**

**MOVED BY** S. Warnock  
**SECONDED BY** S. Kinsella

THAT the Board of Health receive the third quarter financial reports for:

- Public Health Programs and Services
- Ontario Seniors' Dental Care Program (OSDCP) and Healthy Babies Healthy Children 100% Funded Programs
- 100% Funded One-Time Projects

**CARRIED**

**6. In Camera**

At 10:11 a.m. the hybrid meeting resumed from the Simcoe/Muskoka room at Barrie office. N. Nigussie did not re-join the meeting. All other members were in attendance.

**Motion 6.0**

**MOVED BY** A. Dubeau  
**SECONDED BY** S. Cairns

THAT the Board of Health go in camera to approve the October 15, 2025 In Camera Minutes and discuss one HR item and one Finance item.

**CARRIED**

**Motion 6.0.1**

**MOVED BY** S. Cairns  
**SECONDED BY** H. Eves

THAT the Board of Health come out of In-Camera.

**CARRIED**

- 6.1 Approval of In-Camera Minutes from October 15, 2025
- 6.2 HR Item
- 6.3 Finance Item

## **7. Business Arising**

- 7.1 Strategic Plan Development 2026-2029

Briefing Note. Dr. L. Simon, K. Ellis-Scharfenberg and S. Ross presenting.

K. Ellis-Scharfenberg shared the complete draft of the 2026-2029 strategic plan to seek Board of Health final input before it comes back in January for approval. The Board offered further suggestions for consideration in the final plan.

The Board of Health discussed next steps of the approval process in January including the communications plan that is currently being developed to support the launch of the 2026-2029 strategic plan. Staff will bring the communications strategy back to the January meeting, which will include planning for multi-year evaluation indicators.

J. Smith exited the meeting.

### **Motion 7.1**

**MOVED BY** L. Oehm  
**SECONDED BY** T. Walker

THAT the Board of Health receive this briefing note and accompanying draft SMDHU 2026-2029 Strategic Plan (Appendix A: full plan and Appendix B: two-page summary) as information.

**CARRIED**

## **8. New Business (Part 2)**

- 8.1 2025 Nutritious Food Basket Survey (Monitoring Food Affordability)

Briefing Note. C. Shoreman, C. Bushey and V. Hurley presenting.

C. Shoreman introduced C. Bushey, Manager and V. Hurley, Public Health Nutritionist from the Chronic Disease Prevention program.

V. Hurley shared a presentation with the Board to report that food affordability continues to be a significant issue in Simcoe Muskoka; 1 in 3 households are challenged from food affordability.

Results from the 2025 Nutritious Food Basket survey indicate that when the monthly cost of food combined with other necessities, individuals and families living with lower incomes cannot purchase enough basic nutritious food.

The Board of Health were presented with options how municipal and provincially appointed members can support solutions and income-based policy options to increase income and reduce household food insecurity.

A. Dubeau and J. Leduc exited the meeting at 11:33 a.m.

**Motion 8.1**

**MOVED BY** S. Warnock  
**SECONDED BY** B. Norris

THAT the Board of Health receive this briefing note as information.

**CARRIED**

8.2 Registered Nurses Association of Ontario - Best Practice Spotlight Organization Initiative

Briefing Note. C. Shoreman and S. Cairns presenting.

C. Shoreman introduced S. Cairns, Public Health Nurse, Substance Use Prevention and Harm Reduction Program (SUPHR).

S. Cairns shared a presentation to outline the Registered Nurses Association request for proposal for Best Practice Spotlight Organization and the 3-year agreement for successful applicants.

Full proposals are due to RNAO by November 24, 2025.

The process of working towards this designation will strengthen the alignment of the SUPHR program and all nursing practice in the agency with best practices in evidence-based care and services related to the 3 selected RNAO guidelines, including the mental health and substance use guideline, and support evaluation of impact on the populations served.

**Motion 8.2**

**MOVED BY** S. Cairns  
**SECONDED BY** T. Walker

THAT the Board of Health receive this briefing note as information;

AND FURTHER THAT the Board of Health provide a letter of support (Appendix A) for the RNAO Best Practice Spotlight Organization designation request for proposal application.

**CARRIED**

**9. Items of Education**

9.1 Save the Date: alPHa 2026 Conference & AGM

Date: June 8 - 10, 2026

Reserve hotel accommodation early by emailing  
Melissa.Nickason@smdhu.org

**10. Items of Information**

10.1 Correspondence to and from SMDHU

SMDHU blog from Dr. C. Lee to SMDHU Staff

re: Submission of Influenza and COVID-19 Immunization status by November 30, 2025

10.2 Report on Alcohol Use in Northwestern Health Unit

Letter from Dr. Kit Young Hoon, Medical Officer of Health;

Marilyn Herbacz, Chief Executive Officer; and Doug Lawrence, Board of Health Chair Northwestern Health Unit to Ontario Boards of Health re: Examining the Impact of Alcohol Availability on Police, Emergency, and Health Services in the Northwestern Health Unit Catchment Area, 2022–2024 Report.

10.3 Annual Attestation

Email from Dr. L. Simon to the SMDHU Board of Health

re: Signing of Annual Attestation for 2025

#### 10.4 alPHa InfoBreak

November-December 2025 alPHa InfoBreak

### 11. Announcements

- Call for agenda items
- 2026 Board of Health Elections

R. Cipolla thanked Dr. L. Simon and K. Ellis-Scharfenberg for their presentation at the Orillia City Council Budget Committee on November 17, 2025. The Board discussed the Orillia Matters media coverage from the budget meeting and Dr. L. Simon's appearance at CTV News Barrie earlier this month. Links to both of the media coverage will be emailed to the Board of Health following this meeting.

### 12. Date of Next Meetings

- January 21, 2026
- February 18, 2026

### 13. Adjournment

**Motion 11.0**

**MOVED BY** S. Read

**SECONDED BY** L. Oehm

THAT the Board of Health meeting be adjourned at 12:04 p.m.

**CARRIED**

**ORIGINAL Signed By:**

---

Ann-Marie Kungl

Chair, Board of Health

**ORIGINAL Signed By:**

---

Dr. Lisa Simon

Medical Officer of Health (Acting)