



## Board of Directors Meeting Minutes

Tuesday, November 25, 2025

5:00pm – 7:00pm via Zoom

<b>Present:</b>	Sandra Shaw (Board Chair), Irv Mazurkiewicz (Treasurer), Dorothy Thomson, Jackie Lord, Christopher Cummings, Sandy Mark, Stefany Kawka, Michele Bellows (CEO/Ex-Officio), Corey Turnbull (Director of Integrated Care), Kristian Gundersen (Executive Assistant/Recorder)
<b>Guests:</b>	Kim Angell (OSP Therapist), Cristina DiTomaso (Manager, Community Health and Wellbeing)
<b>Regrets:</b>	Juli Heney (Vice Chair), Sharon O’Hara (Secretary), Bridget Bygrave, Anne Caron (Director of Corporate Services)
<b>Absent:</b>	

	Agenda Items	Discussion
1.	<b>Welcome &amp; Land Acknowledgment</b>	<p>Sandra Shaw, Chair, called the meeting to order at 5:00pm and confirmed that quorum was met and that notice for the meeting was provided on Tuesday, November 18, 2025. She welcomed all in attendance and provided a land acknowledgement.</p> <p>It was highlighted that S. Shaw attended the 50<sup>th</sup> anniversary celebrations for Theatre Night in Merrickville (TNIM) on November 22<sup>nd</sup>, on behalf of Rideau Community Health Services. At the event, TNIM presented RCHS with a cheque for funds raised for the Client in Need Fund. The Merrickville Arts Guild (MAG) also received a donation from TNIM during the event, which they chose to allocate to RCHS as well. The Board extended their thanks for the generosity of both organizations.</p>
2.	<b>Approval of Agenda</b>	<p>The agenda was circulated in advance for review and was approved as presented.</p> <p><b>Motion:</b> That the RCHS Board agenda for November 25, 2025 be approved as presented.  <b>Moved by:</b> Sandy Mark                      <b>Seconded by:</b> Irv Mazurkiewicz                      <b>Carried.</b></p>
3.	<b>Education Session</b>	<p><b>Topic:</b> Ontario Structured Psychotherapy Program (OSP)  <b>Presenter:</b> Kim Angell, OSP Therapist</p> <ul style="list-style-type: none"> <li>• K. Angell provided an overview of the Ontario Structured Psychotherapy program, which supports psychological treatment for those with moderate depression, anxiety, obsessive compulsive concerns, pr post-traumatic stress.</li> <li>• Highlights included:                         <ul style="list-style-type: none"> <li>○ Cognitive Behavioural Therapy (CBT)</li> <li>○ Referral process and eligibility criteria</li> <li>○ Stepped care options</li> </ul> </li> </ul> <p>The Board thanked K. Angell for her informative presentation.</p>
4.	<b>Declaration of Conflict of Interest</b>	<p>None declared. Board members were reminded that as per GOV 80 – Conflict of Interest, a conflict can be noted at any time during or after the meeting if identified.</p>

	Agenda Items	Discussion
5.	<b>Consent Agenda</b>	<p>5.1 Board Minutes – October 28, 2025                      5.2 Executive Committee Minutes – November 11, 2025                      5.3 Governance &amp; Nominating Committee Minutes – November 18, 2025                          i. GOV 340 – Committee Chair Roles &amp; Responsibilities                      5.4 Finance &amp; Audit Committee Minutes – November 20, 2025                      5.5 Capital Development Committee Minutes – November 20, 2025                      5.6 Board Chair Report – November 2025</p> <p><b>Motion:</b> That the consent agenda and items contained therein be approved as presented.  <b>Moved by:</b> Irv Mazurkiewicz      <b>Seconded by:</b> Chris Cummings      <b>Carried.</b></p>
6.	<b>CEO Report</b>	<p>Michele Bellows, Chief Executive Officer, directed members to her written CEO report included in the meeting package and provided highlights.</p>
7.	<b>Business Requiring Decision of Board</b>	<p>7.1 Q2 Financial Statements 2025-2026                      Irv Mazurkiewicz, Chair, Finance &amp; Audit Committee directed members to the financial statements included in the meeting package. It was reported that the Finance &amp; Audit Committee met on November 20, 2025 to review and recommend Board approval of the financial statements for the period ending September 30, 2025 (Q2).</p> <p><b>Motion:</b> That the Board approve the Q2 Financial Statements for the period ending September 30, 2025, as recommended by the Finance &amp; Audit Committee.  <b>Moved by:</b> Irv Mazurkiewicz      <b>Carried.</b></p>
8.	<b>Board Information Briefing &amp; Discussion</b>	<p>8.1 Strategic Planning Engagement Session Follow Up                      S. Shaw opened the floor for feedback and comments on the board strategic planning engagement session, which was held on Saturday, November 22, 2025 at the Perth Parkside Hotel. Thanks was extended to both M. Bellows and K. Gundersen for organizing the session, as well as to A. Caron and C. Turnbull for attending and supporting the board discussions. Directors provided excellent feedback on the session content, including the facilitation by M. Bellows. Directors were encouraged to forward any additional thoughts, ideas, or points for consideration related to the development of the new strategic plan which were not discussed during the session.</p> <p>In terms of next steps, engagement of the various groups will be concluded by mid-December. Once all input has been gathered and collated, a high-level draft of the new strategic priorities for consideration, as well as the analysis of the identified themes will be reviewed by the Executive Committee in January. Validation of the proposed priorities, as well as the new mission, vision, and values will occur between February – March, with the final board approval of the new plan to be obtained by the end of March 2026.</p> <p>8.2 Capital Project Advocacy Letter</p>

	Agenda Items	Discussion
		<p>S. Shaw referred board members to the draft advocacy letter to the Minister of Health (Hon. Sylvia Jones), which was included in the meeting package. The letter was developed following discussion and agreement at the October Board meeting. Support for the letter as presented was received.</p> <p><b>Action:</b> S. Shaw to sign the draft letter on behalf of the Board, and K. Gundersen will submit to the Minister’s office.</p>
11.	<b>Meeting Evaluation</b>	The link to the post-meeting online survey was included with the agenda.
12.	<b>Next Board meeting:</b>	Tuesday, January 27, 2026 via Zoom
13.	<b>Adjournment</b>	<p><b>Motion:</b> That the meeting be adjourned at 5:54pm.  <b>Moved by:</b> Chris Cummings     <b>Carried.</b></p>

Approved by:

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**Sandra Shaw, Board Chair**  
 3/20/2026 | 10:48 AM PDT  


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**Date**

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**Sharon O'Hara, Board Secretary**  
 3/20/2026 | 9:18 AM PDT  


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**Date**