



Board of Directors Meeting Minutes

Tuesday, June 9, 2026

5:00pm – 7:00pm

Smiths Falls Site – 2 Gould St, unit 118 (Community Room)

Present:	Sandra Shaw (Board Chair), Juli Heney (Vice Chair), Irv Mazurkiewicz (Treasurer), Dorothy Thomson, Jackie Lord, Bridget Bygrave, Stefany Kawka, Christopher Cummings, Michele Bellows (CEO/Ex-Officio), Anne Caron (Director of Corporate Services), Kristian Gundersen (Executive Assistant/Recorder)
Guests:	Charmaine Crockett, Guy Pearce, Robin Garnett, Catherine Brady
Regrets:	Sandy Mark
Absent:	

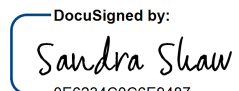
	Agenda Items	Discussion
1.	Welcome & Land Acknowledgment	Sandra Shaw, Chair, called the meeting to order at 5:00pm and confirmed that quorum was met and that notice for the meeting was provided on June 2, 2026. She welcomed all in attendance and provided a land acknowledgement.
2.	Approval of Agenda	The agenda was circulated in advance for review and was approved with one addition of item 7.3 – In Camera Session – Client Feedback. Motion: That the RCHS Board agenda for June 9th, 2026 be approved as presented with the noted addition. Moved by: Chris Cummings Seconded by: Irv Mazurkiewicz Carried.
3.	Declaration of Conflict of Interest	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.
4.	Consent Agenda	4.1 Board Minutes – March 31, 2026; April 14, 2026 (Special Mtg) 4.2 Executive Committee Minutes – May 12, 2026 i. Alliance AGM Voting Authorization Form (*See Secretary's Note #1) 4.3 Finance & Audit Committee Minutes – June 2, 2026 i. 2026-2027 Operational Plan Budget ii. Firewall Replacement Briefing Note 4.4 Governance & Nominating Committee Minutes – May 27, 2026 i. Board Governance Evaluation Timelines 2025-2026 ii. Board Committee Chairs & Membership 2026-2027 iii. Board Director Term Renewals 2026-2027 iv. New Director Appointments 2026-2027 (**See Secretary's Note #2) Motion: That the consent agenda and items contained therein be approved as presented. Moved by: Dorothy Thomson Seconded by: Juli Heney Carried.

	Agenda Items	Discussion
5.	Board Chair Report	Sandra Shaw, Chair, directed members to her written Chair's report included in the meeting package and provided highlights.
6.	CEO Report	Michele Bellows, Chief Executive Officer, directed members to her written CEO report included in the meeting package and provided highlights. - The 2025-2026 Annual Report has been finalized and circulated to the Board. Thanks were extended to all who contributed to highlighting RCHS' successes throughout the year. - A successful meeting with Dr. Jane Philpott, Lead – Primary Care Action Team occurred in relation to the new Interprofessional Primary Care Team (IPCT) funding and client attachment work in the Brockville area. The organization and other regional partners continue to work with Ontario Health and the Ministry of Health to ensure all patients on the provincial Health Care Connect (HCC) waiting list are attached to a primary care team. - Work continues towards completion of the business case for the proposed Integrated Health and Social Services Hub in Smiths Falls. The Ministry's Capital Branch recently requested additional information and clarification, which has been provided. RCHS is currently awaiting further direction however will continue to advocate for advancement of the project.
7.	Business Requiring Decision of Board	7.1 Approval of Audited Financial Statements for 2025-2026 Irv Mazurkiewicz, Chair, Finance & Audit Committee (FAC), referred members to the audited financial statements and audit findings report for 2025-2026 which were included in the meeting package, noting they were reviewed in detail with the Auditor at the last FAC meeting. He reported that the audit went smoothly with no deficiencies to report. The Board congratulated staff and management on a clean audit. Motion: That the Board approves the 2025-2026 Audited Financial Statements as recommended by the Finance & Audit Committee. Moved by: Irv Mazurkiewicz Carried. 7.2 M-SAA Schedule F - Declaration of Compliance for 2025-2026 M. Bellows, CEO, referred members to the Declaration of Compliance – M-SAA Schedule F as well as the associated exception report which were included in the meeting package. The Declaration of Compliance is signed annually by the Board Chair and confirms that the organization has fulfilled its obligations as included in the Multi-Sector Service Accountability Agreement (M-SAA). Exceptions for 2025-2026 with rationale were highlighted. Motion: That the Board approves M-SAA Schedule F – Declaration of Compliance and associated exception report for 2025-2026 and directs the Chair to sign. Moved by: Irv Mazurkiewicz Carried. 7.3 In Camera Session – Client Feedback S. Shaw, Chair, excused Anne Caron, Robin Garnett, Catherine Brady, Charmaine Crockett, and Guy Pearce from the meeting at 5:30pm.

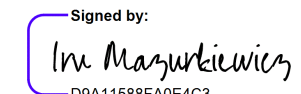
	Agenda Items	Discussion
		Motion: That the Board move to an in camera session at 5:30pm. Moved by: Dorothy Thomson Seconded by: Jackie Lord Carried. Discussion on recent client feedback occurred. Motion: That the Board move out of an in camera session at 5:45pm. Moved by: Juli Heney Seconded by: Dorothy Thomson Carried. 7.4 In Camera - CEO Performance Evaluation Results 2025-2026 S. Shaw, Chair, excused Michele Bellows and Kristian Gundersen from the meeting at 5:30pm. Motion: That the Board move to an in camera session at 5:46pm. Moved by: Dorothy Thomson Seconded by: Jackie Lord Carried. Discussion on the CEO Performance Evaluation results for 2025-2026 occurred. Motion: That the Board move out of an in camera session at 6:10pm. Moved by: Juli Heney Seconded by: Dorothy Thomson Carried. Michele Bellows, Anne Caron, Kristian Gundersen, Robin Garnett, Catherine Brady, Charmaine Crockett, and Guy Pearce rejoined the meeting at 6:10pm. 7.5 CEO Performance Objectives 2026-2027 S. Shaw, Chair, referred members to the draft CEO Performance Objectives for 2026-2027 which were included in the meeting package. The draft objectives were developed with Board and CEO input and have been recommended by the Executive Committee. The objectives have been aligned with the operational and strategic plans where appropriate. M. Bellows, CEO, noted that moving forward, operational plan status updates would be shared with the Board quarterly in the form of a new indicator dashboard, which will be appended to the CEO report for information. Motion: That the Board approve the CEO Performance Objectives for 2026-2027 as recommended by the Executive Committee. Moved by: Christopher Cummings Seconded by: Dorothy Thomson Carried. 7.6 Alliance Health Equity Charter Endorsement The Board reviewed the Alliance for Healthier Communities Health Equity Charter which was included in the meeting package. The most recent version of the charter was established following a review in 2021. The Alliance has requested that the Boards of each member organization endorse the charter annually. Motion: That the Board endorses the Alliance for Healthier Communities' Health Equity Charter. Moved by: Juli Heney Seconded by: Irv Mazurkiewicz Carried.

	Agenda Items	Discussion
		7.7 Proposed Bylaw Amendment S. Shaw recommended deferral of any potential Bylaw amendments to September to allow for further discussion.
8.	Board Information Briefing & Discussion	8.1 Operational Plan & QIP 2025-2026 Final Report M. Bellows referred members to the final status report for the 2025-2026 operational and quality improvement plans, and associated M-SAA indicator dashboard which was included in the meeting package. Highlights were provided and questions were answered. 8.2 Legislative Compliance Report 2025-2026 M. Bellows reported that the senior leadership team has completed its annual review of applicable legislation and associated compliance measures. Updates to legislation and related compliance strategies were highlighted.
11.	Meeting Evaluation	The link to the post-meeting online survey was included with the agenda.
12.	Next Board meeting:	Tuesday, September 29, 2026 – Smiths Falls Site (2 Gould St, Unit 118)
13.	Adjournment	Motion: That the meeting be adjourned at 6:47pm Moved by: Christopher Cummings Carried.

Approved by:

DocuSigned by:

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Sandra Shaw, Chair
 9/30/2026 | 8:28 AM PDT

Date

Signed by:

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Irv Mazurkiwicz, Interim Secretary
 10/2/2026 | 10:26 AM EDT

Date

***Secretary's Note #1 – Motion to Authorize Alliance Voting Representative**

The Executive Committee recommended the Board authorize Sandra Shaw as a voting representative for the Alliance for Healthier Communities' Annual General Meeting at their meeting on May 12, 2026. Subsequently, a motion was circulated and accepted via email by the Board of Directors as follows:

Motion: The Board approves the Alliance Voting Authorization Form, authorizing Sandra Shaw and Michele Bellows to vote on behalf of the Board at the Alliance Annual General Meeting.

Moved by: Dorothy Thomson **Seconded by:** Irv Mazurkiwicz **Carried.**

The email which was circulated to the Board is appended below for information.

From: Kristian Gundersen <KGundersen@rideauchs.ca>
Sent: May 22, 2026 10:46 AM
To: BOARD OF DIRECTORS
Subject: RCHS - Alliance AGM Voting Authorization

Good morning

The Alliance's Annual General Meeting is scheduled for June 2nd. Sandra Shaw will be attending on behalf of the Board. In order for Sandra to vote at the AGM, we require Board endorsement (as in past years). Given the AGM is scheduled before our next Board meeting on June 9th, we are requesting approval via email.

The Executive did discuss at their last meeting and has made a recommendation for board approval:

Motion: The Executive Committee recommends Board approval of the Alliance Voting Authorization Form, authorizing Sandra Shaw and Michele Bellows to vote on behalf of the Board at the Alliance Annual General Meeting.

Moved by: Juli Heney **Seconded by:** Irv Mazurkiewicz **Carried.**

See voting authorization form attached for your review, as well as the agenda for the AGM. Please respond as soon as possible with your support of the below motion, which I will append to our June 9th minutes:

Draft Motion: The Board approves the Alliance Voting Authorization Form, authorizing Sandra Shaw and Michele Bellows to vote on behalf of the Board at the Alliance Annual General Meeting.

Thank you,

Kristian Gundersen
Executive Assistant to the CEO
Rideau Community Health Services
354 Read Street
Merrickville, ON K0G 1N0
Cell: (613) 408-1913
Phone: (613) 283-1952 ext. 302
Direct Line: (613) 706-6555
Email: kgundersen@rideauchs.ca



****Secretary's Note #2 – Director Candidate Recommendation 2026-2027**

Following the identification of two additional vacancies on the Board for 2026-2027, a second round of candidate interviews were conducted by the Selection Sub-Committee of the Governance & Nominating Committee. Following the interviews, two additional candidates were recommended to the Governance & Nominating Committee (approved at their meeting on May 27, 2026), and subsequently to the Board via email on May 28, 2026, which is appended below. The following motion was passed via email on May 29, 2026:

Motion: The Board approves the appointment of Guy Pearce and Charmaine Crockett to the Board for a one-year term beginning in 2026-2027, as recommended by the Governance & Nominating Committee, to be ratified by the Membership at the June 9th Annual General Meeting.

Moved by: Jackie Lord **Carried.**

From: Kristian Gundersen <KGundersen@rideauchs.ca>

Sent: May 28, 2026 3:32 PM

To: BOARD OF DIRECTORS

Subject: RCHS - APPROVAL REQUIRED - New Director Candidates

Sent on behalf of Jackie Lord, Chair, Governance & Nominating Committee

Good afternoon RCHS Board Members,

At last night's Governance & Nominating Committee meeting, a report from the Selection-Sub committee was reviewed which recommended two additional candidates to the Board for 2026-2027.

The recruitment process commenced in February of this year, with applications due March 1st. An initial round of interviews were conducted, which resulted in the recommendation of two candidates to fill the then-known vacancies. The Board approved the recommendation for the appointment of Robin Garnett and Catherine Brady at the meeting on March 31st.

Subsequently, two additional vacancies were identified, which resulted in the need for a second round of recruitment. The Selection Sub-Committee interviewed additional applicants on May 7th, who are now being recommended for Board approval ahead of the June 9th Annual General Meeting.

Please see attached approval request, which includes the following draft motion:

Draft Motion: The Board approves the appointment of Guy Pearce and Charmaine Crockett to the Board for a one-year term beginning in 2026-2027, as recommended by the Governance & Nominating Committee, to be ratified by the Membership at the June 9th Annual General Meeting.

Moved by: Jackie Lord

As this is a recommendation from a committee, a seconder is not required.

We are asking all directors to respond with your approval of the motion – or otherwise – by end of day on Friday, May 29th.

A motion will be brought forward to the Membership at the AGM to accept all four new candidates.

Thank you,

Kristian Gundersen

Executive Assistant to the CEO
Rideau Community Health Services
354 Read Street
Merrickville, ON K0G 1N0
Cell: (613) 408-1913
Phone: (613) 283-1952 ext. 302
Direct Line: (613) 706-6555
Email: kgundersen@rideauchs.ca



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