



**Campbellford
Memorial Hospital**

**Campbellford Memorial Hospital
Board of Directors Open Meeting - Minutes
Tuesday, June 17th, 2025 @ 4:00 PM**

PRESENT: Carrie Hayward (Chair), Jeff Hohenkerk, Liz Mathewson, Marg Carter, Dr. Dimitri Louvish, Doug Hunt, Glen Wood, Heather Campbell, Jennifer Glover, Dr. Danish Chippa, Greg Clarke, Fiona Harrington, Bruce Thompson, Trish Wood, Deanna Baker. Robbie Beatty, Michael Bunn, Liz Mathewson, Dr. Ellen Buck-McFadyen, Sandra Conley

REGRETS:

GUESTS: Peter Mitchell (Recorder), Jessica Brandon

1. CALL TO ORDER

Carrie Hayward called the meeting to order at 4:02 PM.

1.1 Land Acknowledgement

Jennifer Glover offered a Land Acknowledgement.

1.2 Confirmation of Quorum

A Quorum was confirmed.

1.3 Approval of Agenda

Motion: Be it resolved that the agenda be approved as circulated.

Moved by: Greg Clarke

Seconded by: Bruce Thompson

Carried.

1.4 Declaration of Conflicts of Interest

No conflicts were declared.

1.5 Minutes from May 27th, 2025 Meeting

Motion: Be it resolved that the minutes of the May 27th meeting be approved as circulated.

Moved by: Glen Wood

Seconded by: Liz Mathewson

Carried.

2. BUSINESS ARISING

2.1 CMH Administrative By-Laws

The committee noted that several additional edits proposed by the Governance Committee were not reflected in the version of the document circulated. It was agreed that these changes would be incorporated into the final draft. The updated document will be presented to the members at the Annual General Meeting for approval.

Motion: Be it resolved that the Board of Directors approves the CMH Administrative Bylaw as amended and recommended by the Governance Committee.

Furthermore, be it resolved that the Board of Directors recommends that the members of the Campbellford Memorial Hospital approve the CMH Administrative Bylaw as amended.

Moved by: Trish Wood

Seconded by: Bruce Thompson

Carried.

2.2 Resolution Approving Articles of Amendment, By-laws and Policies

Directors observed that the Letters Patent contained dated wording. It was suggested that during the next round of proposed amendments, the corporation give consideration to updating the language. This would help ensure the document remains current and reflective of modern governance standards.

Motion: Be it resolved that the Board of Directors approve the Resolution Approving Articles of Amendment, By-laws and Policies as recommended by the Governance Committee.

Furthermore, be it resolved that the Board of Directors recommends that the members of the Campbellford Memorial Hospital approve the Resolution Approving Articles of Amendment, By-laws and Policies.

Moved by: Sandra Conley
Seconded by: Marg Carter

Carried.

3. NEW BUSINESS

3.1 Audit Report

Resource & Audit Committee Chair Glen Wood reported that the audit was presented as a clean audit, with five of the six items from the previous year's audit resolved to the auditor's satisfaction. Committee member Jennifer Glover provided additional context, noting that several significant issues were raised, particularly related to internal controls. It was emphasized that some of these issues had been identified in prior years, and because they remain unaddressed, the auditors have now classified them as significant.

Motion: Be it resolved that the Board of Directors approves the 2024/2025 Audit Report as recommended by the Resource & Audit Committee.

Moved by: Robbie Beatty
Seconded by: Greg Clarke

Carried.

3.2 Appointment of Auditors 2025/26

Motion: Be it resolved that the Board of Directors recommend that the membership of the Campbellford Memorial Hospital defer appointing an auditor for the Campbellford Memorial Hospital for the 2025-2026 fiscal year until the completion of a competitive RFP process as recommended by the Resource & Audit Committee.

Moved by: Bruce Thompson
Seconded by: Doug Hunt

Carried.

3.3 HSAA Declaration

Motion: Be it resolved that the Board of Directors of the Campbellford Memorial Hospital hereby authorizes Board Chair Carrie Hayward to make the following declaration to Ontario Health:

“After making inquiries of the President & CEO, Jeff Hohenkerk, and other appropriate officers of the hospital, and subject to any exceptions identified on Appendix 1 to this Declaration of Compliance, to the best of the Board’s knowledge and belief, the hospital has fulfilled its obligations under the Agreement during the Applicable Period and has received the required reports referred to in Section 8.6 of the Agreement.”

Moved by: Michael Bunn

Seconded by: Glen Wood

Carried.

3.4 Ontario Health Team – Northumberland Update

Sandra Conley, the hospital’s representative on the Ontario Health Team – Northumberland (OHT-N), provided an update on recent actions undertaken by the OHT-N. Her remarks summarized the key activities and developments outlined in the written report that had been circulated to members in advance of the meeting. The committee acknowledged the update and noted the importance of CMH’s continued involvement in regional planning through the OHT-N.

4. NEXT MEETING DATE – June 24th, 2025 – Following AGM

5. MOTION TO ADJOURN THE OPEN MEETING & MOVE INTO IN-CAMERA SESSION

Moved by: Bruce Thompson

Seconded by: Marg Carter

Carried.