

**Board of Directors Meeting
Belleville & Quinte West Community Health Centre**

**Minutes of November 27, 2025
(Belleville)**

Present: Bruce Maitland (Chair), Cathy Rushton, Frank Hiebert, Lisa Turik, Mary Lynne Forestell, Mike Slatter, Patricia Sukha, Spencer Hutchison,

Staff: Sheila Braidek, Executive Director
Dawn Connolly Dunbar (recorder), Executive Assistant

Regrets: Jen Keilty, Victoria Law

1	Call to Order AND Confirmation of Quorum Chair called the meeting to order at 5:30 PM and confirmed a quorum was present.
2	Conflict of Interest None noted
3	Land Acknowledgement – Pat Sukha provided a Land Acknowledgement statement for tonight's meeting. At subsequent meetings, the land acknowledgement will be rotated alphabetically with Mary Lynne Forestell the presenter for January 2026. Ms. Forestell asked that she be provided with a sample document for the next meeting.
4	Agenda MOTION 2025- 11-27-01 MOTION to accept the Agenda for Nov 27, 2025. Moved by: P.Sukha Seconded by: F.Hiebert Outcome: CARRIED
5	Staff Presentation – Unfortunately, the staff presenter on Wound and Foot Care was unable to attend this evening and will be rescheduled for a future meeting.
6	President's Report <ul style="list-style-type: none"> • Board Portal Platform discussed. Noted the frustration with the portal not working consistently. Sheila to investigate options to ensure portal is reliable. • Discussed the distribution of agenda materials to committee chairs. Minutes will be sent out for approval or correction to the chair of a committee within five business days of a meeting with a request for reply within a further five business days. This approach will

	<p>assist Centre staff and Chair's in recalling any necessary details and ensuring minutes are available in a timely fashion.</p> <ul style="list-style-type: none"> • Bruce, Jen and Pat attended the Nov 11 HPE OHT Board Engagement Session. A positive experience. Highlighted, how there has been high interest in current projects, and frequent mention of BQWCHC. Future Board Engagement Sessions will be planned. <p>MOTION 2025- 11-27-02 MOTION to accept the President's report Moved by: C.Rushton Seconded by: M.Slatter Outcome: CARRIED</p>
7	<p>Consent Items:</p> <p>MOTION 2025-11-27-03 MOTION to approve regular Board minutes and the In-Camera minutes of October 30, 2025 Moved by: M.Slatter Seconded by: L. Turik Outcome: Carried</p> <p>Consent Items from Committees</p> <ul style="list-style-type: none"> • Finance Committee Minutes of October 28, 2025 • Q2 Financial Statements • Executive Committee Minutes of November 13, 2025 <p>MOTION 2025-11-27-04 Motion to accept Committee Minutes and items Moved by: P.Sukha Seconded by: M. Slatter Outcome: Carried</p>
8	<p>Consent Matters for Discussion (if applicable) None</p>
9	<p>Executive Director's Report</p> <p>Further to the Executive Director's written report:</p> <ul style="list-style-type: none"> • Belleville Neighbourhood Clinic- Negotiating lease. The Centre obtained an architect/engineer to assist with building drawings. The plan is to have renovations started in January 2026, once approvals from the Ministry of Health (MOH) are obtained. A posting will be made available for the position of Clinic Coordinator in the future • QW Phase 2 – HUB- 3.3 submission has been approved pending minor clarifications. The Centre is responding to questions and then hopes to proceed to tender. See separate agenda item.

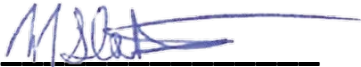
	<ul style="list-style-type: none"> • Bridge – The Associate Minister of Health for Mental Health and Addictions and the Mayor of Belleville toured the current site of the Bridge on South Church Street and the future site at the former Alhambra Hall during November. • HPE OHT Board Engagement Session- The session was well attended with presenters providing positive feedback on the collaboration and direction of projects to date. Targeting early next fall to do another session. • November 17th Queens Park Visit - The Executive Director and other Ontario Centre CEOs participated in a series of meetings with MPPS. This is part of, the For Us For You campaign to close the gap in compensation between community health and other comparable sectors. 10 provincial associations including the Alliance for Healthier Communities are collaborating on this campaign. • Ontario Pre-Budget Consultations - 'The Executive Directo will be presenting to the Pre-Budget Consultations on December 3 with staff from the Minister of Finance Office. Focus will be on the For Us For You campaign and will be presenting in partnership with other local agencies • Meeting with MPP Allsop – The Executive Director will be meeting with MPP Allsop on Dec 12 re For Us For You campaign with other local agencies. • Presentation to QW Council by HPE OHT - HPE OHT Primary Care Network will be presenting to Quinte West City Council on December 3 and Belleville and other Councils at later dates. Focus is on how the primary care expansion of \$4.4M is rolling out. • Public Health Trenton- The Medical Officer for Health for the Southeast Ontario Public Health Unit has indicated that the Public Health Unit office in Trenton will be closing shortly. • Board Legislative and Compliance Report- The Board Legislative and Compliance Report was included in the report. <p>MOTION 2025-11-27-06</p> <p><i>MOTION to accept the Executive Director’s report and the Board Legislative and Compliance Report</i></p> <p>Moved by: ML. Forestell</p> <p>Seconded by: L.Turik</p> <p>Outcome: CARRIED</p>
10	<p>Other Business</p> <p>10.1 QW Phase 2</p> <p>The Preliminary response to the stage 3.3 submission is positive by the MOH, with minor clarifications being provided. Following approval of the stage 3.3 submission, The Centre can proceed to release the Invitation to Tender. The Invitation to Tender does not oblige the Centre to take any specific action and does not place the Centre at any risk.</p>

	<p>It was noted that the request for a generator for Quinte West has not been approved as of yet by the MOH. The Centre is moving forward with obtaining a separate quote for a smaller generator to provide an alternative for the MOH to consider for approval. It was suggested that a separate motion to proceed with authorization for a tender is required to expedite the process. A motion will also be required to award the tender to a successful applicant will be required at a later date, followed by approval by the MOH of the award</p> <p>Motion 2025-11-27-07</p> <p>Motion to approve the release of the Invitation to Tender for completion of the lower level of the Quinte West site.</p> <p>Moved by: F. Hiebert Seconded by: ML Forestell Outcome: Carried</p> <p><u>9.3 Alliance for Healthier Communities</u></p> <ul style="list-style-type: none"> • No update
<p>11</p>	<p>Generative Discussion</p> <p>The Executive Director provided an overview of the general principles and processes that will guide the next Accreditation preparation, site visit and report to the Centre. Ms. Braidek presented a slide deck of the key features for review. These features Include;</p> <ul style="list-style-type: none"> • The Centre was originally accredited by Accreditation Canada, which includes health care facilities, but switched to the Canadian Centre for Accreditation, which is more community organization orientated, in 2018. • Accreditation is scheduled for an onsite visit in November 2026, with the entire process to be completed in early 2027. • The Centre is confident that it is positioned to meet the standards and objectives of the upcoming accreditation process • The Board will undertake a process of Equity, Diversity and Inclusion training to be arranged through the Executive Directive to ensure that compliance with the standards in this regard are documented. • The Board will have some preside visit to interview preparation sessions to become familiar with this process.
<p>12</p>	<p>Meeting Reflection</p> <p>It was commented that there will be preparation time and work that will be needed from the Board ahead of the next accreditation survey. In addition, there will be continuing activity of interest to the Board from the HPE OHT Board Engagement sessions in the future.</p>
<p>13</p>	<p>Next Regular Meeting Date</p> <p>Date: January 29, 2026 Time: 5:30 PM Location: QW with Virtual Option</p>
<p>14</p>	<p>Adjournment</p> <p><i>MOTION to adjourn – F.Hiebert</i></p>

BQWCHC Board Approval



Bruce Maitland
Board Chair



Mike Slatter
Board Secretary