

**Kemptville District Hospital (KDH)
Board of Directors Meeting
Thursday, June 25, 2026
Hybrid: Via Microsoft Teams & Grenville Mutual Insurance (380
Colonnade Dr., Kemptville, ON).
Minutes**

Directors:	Present	Regrets		Present	Regrets		Present	Regrets
G. Bebeung	√		J. Nolan		√	F. Vassallo	√	
D. Boyce	√		M. Norenberg		√	T. Wood	√	
E. Bonokoski (Chair)	√		D. O'Sullivan		√	G. Wyse	√	
G. Enei	√		J. Panciuk		√	A. Yee	√	
G. LeVasseur	√		K. Lawless	√		H. Zipes	√	
S. Mincoff	√		M. Jones	√		L. Armstrong	√	
Dr. Davison	√		Dr. C. Sentongo	√		E. MacPherson	√	
K. Hogue	√		P. Snelling	√		M. Ruigrok	√	

Management, Staff & Guests:

B. Rivard	√		M. Laughton (Recorder)	√		T. Harrison	√	
Dr. J. Brisebois	√		S. Webber	√		T. Buehlow	√	
J. MacInnis	√		E. Nkengla Nguhdam	√				

1. Call to Order: E. Bonokoski, Board Chair, called the meeting to order at 6:36 pm. Quorum was established and there were no conflicts declared.

2. In-Camera

On a motion duly moved and seconded, the Board moved in-camera.

On a motion duly moved and seconded, the Board moved out of in-camera.

3. Territorial Acknowledgement

E. Bonokoski made the following Territorial Acknowledgement:

I'd like to open this meeting by acknowledging that we are on the traditional unceded, and unsundered territory of the Anishinàbe Algonquin People, who have inhabited and cared for these lands since time immemorial.

We'd like to express our gratitude and respect to them, and the land for all it has provided and continues to provide, which is also home to First Nations, Inuit and Métis Peoples.

It's important to collectively recognize the continued effects of colonization by reflecting on the harms and mistakes of the past, and take active steps to move forward in a spirit of reconciliation and collaboration.

We're grateful for the opportunity to work and provide care on these lands, and committed to cultivating meaningful relationships with Indigenous peoples as we all work together in support of equitable and accessible health care in our community.

- 4. Additions / Changes to the Agenda:** There were no changes to the agenda.
- 5. Reaffirmation of the Mission:** L. Armstrong provided the reaffirmation of the Mission of KDH.
- 6. Client Centred Care – Patient Stories:** K. Hogue reviewed a complaint and compliment received and learning opportunities for the hospital.

7. Our Strength is our People

S. Webber, T. Buehlow, J. MacInnis, and E. Nkengla Nguhdam joined the meeting.

7.1. Physician Excellence Award

Dr. Colin Sentongo presented Dr. J. Brisebois with the Physician Excellence Award.

7.2. Honouring our Staff

A number of members of management who were retiring or departing KDH were recognized for their contributions to KDH.

S. Webber, T. Buehlow, J. MacInnis, E. Nkengla Nghudam, and Dr. J. Brisebois departed the meeting.

8. KDH Board Action Registry – (no outstanding items)

9. Consent Agenda:

On a motion duly made, seconded, and carried without abstentions, the KDH Board of Directors approved the Consent Agenda consisting of:

9.1 An approval of:

9.1.1. The May 28, 2026 Board Meeting Minutes, as presented.

9.1.2. 2026-27 Board and Committee Calendar

9.1.3. The Declaration and Consent sign-off form.

9.1.4. The following medical staff policies as presented:

a) Medical Staff Policy #21 – STAT Tests

b) Medical Staff Policy #25 – Sharps

c) Medical Staff Policy #26 – Discharge Summaries for Elective Surgeries

d) Medical Staff Policy #38 – Radiation Sub-Committee Terms of Reference

- e) Medical Staff Policy #39 – Infection Prevention and Control Committee (IPCC) Terms of Reference*
- f) Medical Staff Policy #49 – Endoscopy Committee Sub-Committee Terms of Reference*

9.2 An approval of the receipt of the following items for information:

- 9.2.1. Compliance Report**
- 9.2.2. Insurance Review / Update**
- 9.2.3. Foundation Board Report**
- 9.2.4. Auxiliary Report**
- 9.2.5. Chief Nursing Executive Report**
- 9.2.6. Diagnostic Imaging Departmental Balanced Scorecards and Risk Overview**
- 9.2.7. Human Resources (HR) Annual Report**

10. Committee Reports

10.1 Corporate Services Committee Report

10.1.1. Chair's Report

The Committee Chair highlighted the work of the finance team, Chief Financial Officer, and hospital leadership that has helped place the organization on a stable financial footing and demonstrated responsible stewardship of public funds.

10.1.2. Hospital Service Accountability Agreement Compliance Declaration

The Compliance Report and Attestation were attached as appendix 10.1.2 to the meeting package. The Board noted that this had been reviewed and discussed at the Corporate Services Committee.

On a motion duly made and seconded, and carried, without abstentions, the Board approved that KDH has fulfilled its obligations under the hospital service accountability agreement in effect during the applicable period (April 1, 2025 – March 31, 2026), with exceptions, and authorized the Chair to sign-off and make the following attestation to Ontario Health:

“After making inquiries of the Chief Executive Officer, Frank J. Vassallo and other appropriate officers of the HSP 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 HSP has fulfilled its obligations under Agreement during the Applicable Period and has received required reports referred to in Section 8.6 of the Agreement.”

10.1.3. Broader Public Sector Accountability Act (BPSAA) Year-End Attestation

The BPSAA year-end attestation and consultant report were attached as appendix 10.1.3 of the meeting package. The Board noted that this had also been discussed at the Corporate Services Committee.

On a motion duly moved, seconded, and carried, without abstentions, the Board approved the attestation as prepared in accordance with section 15 of the Broader Public Sector Accountability Act, 2010 (BPSAA), and authorized the Chair to certify, on behalf of the Board that it has been approved by the Board of the Kemptonville District Hospital.

10.2 Governance Committee Report

10.2.1. Chair's Report

H. Zipes presented the Governance Committee report on behalf of the Committee Chair.

The Committee meeting included a follow-up presentation by J. Hall on the Governance of Artificial Intelligence (AI) and that members and guests appreciated the presentation and noted that it helped deepen the Board's understanding of the topic.

10.2.2. Recommendation for the new & Election of Directors

A. Yee arrived to the meeting.

The Board received the list of directors to be elected and renewed as attached 10.2.2 of the meeting package.

On a motion duly moved, seconded, and carried, with S. Mincoff, P. Snelling, and D. Boyce abstaining, the KDH Board of Directors approved a recommendation to the Membership, to renew:

- *Shawn Mincoff for a third and final term (2026-2029);*
- *Patrick Snelling for a second term (2026-2029); and,*
- *Darryl Boyce for a second term (2026-2029).*

The Board thanked the outgoing KDH Auxiliary representative, Elizabeth MacPherson.

On a motion duly moved, seconded, and carried, without abstentions, the KDH Board of Directors approved a recommendation to the Membership, to elect Teresa Harrison for a first term (2026-2029) as a voting Director of the KDH Board of Directors, to fill the position of "one individual nominated by the Kemptonville District Hospital Auxiliary", subject to a satisfactory police reference check which must be received before the individual may act as a Director.

10.3 Quality and Safety Committee Report

10.3.1. Committee Chair's Report

The Committee Chair noted that the Quality and Safety Committee received and discussed the following topics:

- A presentation on diagnostic imaging and related indicators and risks, which had been included in the consent agenda of the Board package.
- The Committee reviewed and discussed improving patient flow from the emergency department (ED) to the in-patient unit, when appropriate. There was also some further explanation to the Board of the processes and factors which influence patient flow from the ED to the in-patient unit, particularly in the overnight hours. Management confirmed that the process is based on ensuring patient safety and ensuring that the patient meets various criteria and is stable in order to allow them to be transferred to the in-patient unit from the ED.

On a motion duly made and seconded, the Board went in-Camera.

On a motion duly made and seconded, the Board came out of in-Camera.

D. Boyce departed the meeting.

15. Items for Approval

15.1 Credentialing

On a motion duly moved, seconded, and carried without abstentions, the Board approved that hospital privileges for the following physicians, who have been credentialed as set out under Article 7 Appointment and Reappointment to Professional Staff of the Professional Staff Bylaws, be approved by the Board of Directors:

Credentialing Report for June 2026

Temp	App	Re-App	Physician	Privilege Category	KDH Primary	Change	Other
	√		Dr. Mostafa ALIMARI	COURTESY, Emergency	√		
	√		Dr. Benjamin CARRIER	COURTESY, Surgery, General Surgery			
	√		Dr. Carlos CUNHA	COURTESY, Anesthesia			
			Dr. Stephen HALE	COURTESY, Emergency		√	From Associate to Courtesy as

							<i>of updated CMPA start date July 1st. Was granted Associate privileges for double coverage shifts.</i>
	√		Dr. Gaurav JAIN	COURTESY, Family Medicine, Hospitalist			

16. Next Board Meeting: Thursday, June 25, 2026, immediately following the Annual Members Meeting and will be Hybrid (via Teams & at Grenville Mutual Insurance, 380 Colonnade Dr., Kemptville, ON).

17. Meeting Termination: There being no further business, the meeting was terminated on a motion at 8:15 p.m.



F. Vassallo, President and CEO



[Erin Bonokoski \(Sep 30, 2026 08:31:54 GMT+10\)](#)

E. Bonokoski, Chair