

**City of Port Colborne**  
**Healthcare Advisory Committee Meeting Minutes**

**Date:** Thursday, June 12, 2025  
**Time:** 5:30 pm  
**Location:** Committee Room 3-City Hall  
66 Charlotte Street, Port Colborne, Ontario, L3K 3C8

**Members Present:** C. Tamas  
M. Lallouet  
T. Triano  
S. McDowell  
P. McGarry  
M. Aquilina, Councillor (non-voting)  
R. Bodner, Councillor (non-voting)  
W. Steele, Mayor (non-voting)

**Staff Present:** J. Beaupre, Deputy Clerk  
B. Boles, Chief Administrative Officer  
G. Bisson, Senior Community Engagement Advisor

**1. Call to Order**

Jessica Beaupre, Deputy Clerk, called the meeting to order at 6:34 p.m.

**2. Adoption of the Agenda**

Moved By: M. Lallouet

Seconded By: P. McGarry

That the Healthcare Advisory Committee Agenda, dated June 12, 2025, be approved.

Carried

**3. Disclosures of Interest**

There were no disclosures of interest.

**4. Procedural Business**

#### **4.1 Roundtable Introduction**

The committee members went around the table and introduced themselves to one another.

#### **4.2 Appointment of Chair**

Moved By: P. McGarry

Seconded By: M. Lallouet

That Sydney McDowell be appointed Chair for the Healthcare Advisory Committee until the end of the term, June 30, 2029.

Carried

#### **4.3 Appointment of Vice Chair**

Moved By: M. Lallouet

Seconded By: T. Triano

That Dr McGarry be appointed Vice Chair for the Healthcare Advisory Committee until the end of the term, June 30, 2029.

Carried

#### **4.4 Adoption of Meeting Schedule**

Moved By: P. McGarry

Seconded By: M. Lallouet

That the following meeting schedule be adopted:

Wednesday every other 3 pm, beginning July 9, 2025.

Carried

#### **4.5 Review of Procedural Documents**

##### **1. Procedural By-law**

Jessica Beaupre, Deputy Clerk, provided an overview of the Procedural By-law to the Committee.

##### **2. Healthcare Advisory Committee Terms of Reference (TORs)**

Jessica Beaupre, Deputy Clerk, provided an overview of the Healthcare Advisory Committee Terms of Reference to the Committee.

**3. Code of Conduct**

Jessica Beaupre, Deputy Clerk, provided an overview of the City's Code of Conduct to the Committee.

**5. Information Package**

Geneviève-Renée Bisson, Senior Community Engagement Advisor, provided an overview of the information package to the Committee. The Committee discussed the information package.

**6. Adjournment**

The Chair adjourned the meeting at 6:30 p.m.

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Sydney McDowell, Chair

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Jessica Beaupre, Deputy Clerk