

**Perth and Smiths Falls District Hospital
Communications and Development Committee**

Tuesday, February 10th, 2026
12:00 p.m. – GWM Boardroom

Present: S. Anderson (Chair), J. Brown, M. Cohen, K. Kelly, M. Hallam, I. Boyle, M-A Gagné,
C. Maloney, G. Church and R. Dyke (Guest)
Teams: M-L Hussak, S. Pankow, Dr. W. Hollis and K. Fair
Regrets: J. Lord and A. Pellerin
In Attendance: C. Rustan, Recording Secretary

1. Call to Order – S. Anderson

S. Anderson called the meeting to order at 12:02 p.m.

2. Chair's Remarks & Introductions – S. Anderson

S. Anderson welcomed everyone to the committee.

3. Declaration of Conflict of Interest

No conflicts were declared.

4. Approval of Agenda – S. Anderson

*THAT the February 10th, 2026 agenda be approved by consensus.
CARRIED.*

5. Approval of Minutes – S. Anderson

*THAT the January 13th, 2026 Communication & Development Committee minutes be approved by
consensus.
CARRIED.*

6. Business Arising from Minutes

a) Board's Role in Supporting Philanthropy – Discussion

S. Anderson presented the Philanthropy Presentation to the Board a few weeks ago, and there was unanimous consent that the approach chosen was the correct one.

S. Anderson will provide the same presentation to the Foundation Board on March 18th.

S. Anderson advised that the next step would be to have Hospital Management and the Foundation come back to the April meeting to review the items in the Framework and to provide an understanding of how they can be built out.

IT is expected that Master planning will commence in Q1, so It would be ideal to have the retreat done in advance of master planning. M. Cogen shared that there are two phases to Master Planning (Internal and External) and the second phase (External) has been delayed to incorporate some of the work from the retreat.

b) Terms of Reference

C. Maloney and W. Bromm revised the Communications & Development Committee Terms of Reference.

The Communications & Development committee approved the proposed Terms of Reference, which will be sent to the next Governance Committee Meeting for Approval.

Further discussion was held on whether the Hospital is in a position to establish measurable indicators that can be referenced to Communications. C. Maloney advised that it is doable, but questions if there is a cost benefit to do it.

7. New Business

a) Quarterly Communications Report

K. Kelly provided a presentation on the Quarterly Communications Report, which is available on

the Board Portal.

The slide deck spoke about numerous situations where communication played a key role in keeping our staff and community informed. K. Kelly notifies SLT when there are situations that may need to be managed.

K. Kelly utilizes Google Alerts; however a more advanced program would help keep the hospital fully aware when there is communication being had about our hospital.

Discussion ensued regarding informing the Board of Directors when PSFDH is mentioned in the media. Moving forward M. Cohen will inform the Board when PSFDH is a topic in the media and the notice will include G. Church and C. Maloney, as are not Directors on the Board.

8. Standing Items

a) Planning and Community Engagement Events Update

Deferred

b) 2025 - 2026 Work Plan

Deferred

9. Other Business/For Information

Nil

10. Date of Next Meeting – S. Anderson

The next meeting will take place on Tuesday, April 14th, 2026, at 12:00pm instead of March 10th, 2026.

11. Adjournment – S. Anderson

*THAT the Communications & Development Committee meeting be adjourned at 1:21 p.m.
CARRIED.*