

**Middlesex-London Board of Health – 2024 Conflicts of Interest Registry**

Local boards and committees have an obligation to act honestly and responsibly when making decisions or providing advice. This obligation includes the disclosure of conflicts of interest/pecuniary interest. Board of Health Members sign an Annual Conflicts of Interest Declaration Form pursuant to the Policy G-380 Conflicts of Interest and Declaration held with the Secretary of the Board of Health and Executive Assistant to the Board of Health.

A conflict of interest refers to a situation where a member has a direct or indirect conflict related to a matter under consideration. A full explanation of direct and indirect conflicts can be found in the [Municipal Conflict of Interest Act](#).

It is the responsibility of the Board Member to determine whether they are in a conflict of interest situation. All Board Members must submit their disclosures of pecuniary interest in writing (handwritten or electronic communication) to the Secretary and Executive Assistant immediately following the meeting during which they verbally disclose a conflict of interest.

A registry of the written disclosures of conflict of interest is available below:

<b>Board Member</b>	<b>Meeting Type</b>	<b>Date</b>	<b>Agenda Item</b>	<b>Reason</b>
Michael (Mike) Steele	Finance and Facilities Committee	September 19, 2024	<a href="#">Report No. 12-24FFC</a>	Committee Chair Michael (Mike) Steele declared a conflict of interest related to Report No. 12-24FFC. This declaration was made due to Mr. Steele’s employment and active shareholding with Manulife but noted that Mr. Steele does not work within the Manulife Group Benefits department.
Michael (Mike) Steele	Board of Health	September 19, 2024	Finance and Facilities Committee Meeting Summary (Verbal Report)	Board Member Michael (Mike) Steele declared a conflict of interest related to the Finance and Facilities Committee Meeting Summary (Verbal Report). This declaration was made due to Mr. Steele’s employment and active shareholding with Manulife but noted that Mr. Steele does

				not work within the Manulife Group Benefits department.
Ex Officio Board Member/Secretary and Treasurer Emily Williams	Performance Appraisal Committee	April 18, 2024	<a href="#">Report No. 01-24PAC</a> and <a href="#">Report No. 02-24PAC</a>	Ex-Officio Board Member and Secretary Emily Williams declared a conflict of interest for the entire nature of the Performance Appraisal Committee meeting (Report No. 01-24PAC and Report No. 02-24PAC) in her capacity as Chief Executive Officer due to the purposes of the meeting being about her performance appraisal for 2024. It was noted that due to the details of the meeting and per the Committee Chair, she remained present for the purposes of supporting the Executive Assistant in case there were general questions related to proposed changes within the Chief Executive Officer Performance Appraisal Document scoring categories. Further, it is noted that E. Williams as Secretary of the Board of Health opened the meeting for the purposes of electing a 2024 Committee Chair and reviewing the Terms of Reference.
Ex Officio Board Member Alexander Summers	Performance Appraisal Committee	April 18, 2024	<a href="#">Report No. 01-24PAC</a> and <a href="#">Report No. 02-24PAC</a>	Ex-Officio Board Member Alexander Summers declared a conflict of interest for the entire nature of the Performance Appraisal Committee meeting (Report No. 01-24PAC and Report No. 02-24PAC) in his capacity as Medical Officer of Health due to the purposes of the meeting being about his performance appraisal for 2024. It was noted that due to the details of the meeting and per the

				Committee Chair, he remained present for the purposes of supporting the Executive Assistant in case there were general questions related to proposed changes within the Medical Officer of Health Performance Appraisal Document scoring categories.
Ex Officio Board Member/Secretary and Treasurer Emily Williams	Board of Health	April 18, 2024	<a href="#">Performance Appraisal Committee Meeting Summary (Verbal Report)</a>	Ex-Officio Board Member and Secretary Emily Williams declared a conflict of interest to the Performance Appraisal Committee Verbal Report in her capacity as Chief Executive Officer due to the purposes of the meeting being about her performance appraisal for 2024. It was noted that due to the details of the meeting and per the Committee Chair, she remained present for the purposes of supporting the Executive Assistant in case there were general questions related to proposed changes within the Chief Executive Officer Performance Appraisal Document scoring categories. Further, it is noted that E. Williams as Secretary of the Board of Health opened the Committee meeting for the purposes of electing a 2024 Committee Chair and reviewing the Committee's Terms of Reference.
Ex Officio Board Member Alexander Summers	Board of Health	April 18, 2024	<a href="#">Performance Appraisal Committee Meeting Summary (Verbal Report)</a>	Ex-Officio Board Member Alexander Summers declared a conflict of interest to the Performance Appraisal Committee Verbal Report in his capacity as Medical Officer of Health due to the purposes of the meeting being about his performance

				appraisal for 2024. It was noted that due to the details of the meeting and per the Committee Chair, he remained present for the purposes of supporting the Executive Assistant in case there were general questions related to proposed changes within the Medical Officer of Health Performance Appraisal Document scoring categories.
Michael (Mike) McGuire*	Board of Health	April 18, 2024	<a href="#">Report No. 27-24 re: OAGO Performance Audit – Non-Municipal Water</a>	Board Member Michael McGuire declared a conflict of interest to Report No. 27-24, due to being employed as a contractor (Small Drinking Water Operator) for Middlesex Community Living, and their water systems may be inspected by the Middlesex-London Health Unit.

\*It is noted that as a contractor and not the small drinking water system owner, Mr. McGuire would be taking any direction provided by the Middlesex-London Health Unit from Middlesex Community Living directly, as Middlesex Community Living is the owner of the small drinking water system potentially being inspected. As a result of this distinction, this does not meet a Conflict of Interest formal registration and Mr. McGuire would not be in a formal conflict. It is noted that Board of Health members still have the obligation to report any potential pecuniary and conflicts of interest during the Board of Health meeting proceedings per the [Municipal Conflict of Interest Act](#). All declarations regardless of if they meet registration requirements must still be noted in Board of Health meeting records (minutes) per [Section 6\(1\) of the Municipal Conflict of Interest Act](#).

**Updated on September 23, 2024**