



**HALIBURTON HIGHLANDS
HEALTH SERVICES FOUNDATION**

EXECUTIVE BRIEF



**EXECUTIVE
DIRECTOR**



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FOR MORE INFORMATION

KCI Search + Talent has been retained to conduct this search on behalf of Haliburton Highlands Health Services Foundation (HHHS Foundation). For more information about this opportunity, please contact Jill Anderson, Associate Vice President, KCI Search + Talent by email at: HHHSF@kcitalent.com.

Interested candidates should send their resume and letter of interest to the email address listed above by **September 21, 2026**. All inquiries and applications will be held in strict confidence.

Foundation staff currently work full-time in the office, with flexibility as needed and for travel for donor, community and hospital partner engagement. The salary range for this role is \$140,000 - \$175,000, plus a benefits and pension plan.

At HHHS Foundation, we recognize and respect the contributions that a diverse team can make to our healthcare system and at the Foundation. We welcome candidates of diverse backgrounds, abilities, and identities to apply. If you require assistance or accommodations in the recruitment process, please advise the Search Consultant for prompt support.

This posting is for a current vacancy. Artificial intelligence will not be used to screen resumes nor assess candidates in this search.



HALIBURTON HIGHLANDS HEALTH SERVICES FOUNDATION

EXECUTIVE DIRECTOR

THE OPPORTUNITY

Haliburton Highlands Health Services Foundation (HHHS Foundation) is seeking a dynamic and engaging Executive Director to lead the Foundation through its next stage of growth as it prepares for the most significant fundraising campaign in its history.



Reporting to the Foundation Board of Directors and leading a committed staff team, the Executive Director will bring strong leadership, governance and fundraising experience to guide the Foundation towards the achievement of ambitious fundraising goals. As a strong relationship builder who is highly collaborative, the Executive Director will implement a revenue generation plan that will start with a strong focus on stewarding existing donors.

Collaborative and authentic, the Executive Director will be a proactive, community-oriented networker who will engage with donors, grateful patients, clinicians and hospital staff, as well as the broader community to foster and grow the culture of philanthropy both internally and externally.

Working closely with the Foundation Board of Directors, the Executive Director will execute the Foundation's revenue generation plan, support the Board and Committees and develop, administer, and monitor the annual budget, providing regular reports on business objectives. Bringing previous experience working with Boards of Directors, the new Executive Director will support the Board through growth at the Foundation as it evolves over time.

Leading a small team of two direct reports that will grow in alignment with fundraising success related to the revenue generation plan, the Executive Director will be both the strategic leader and the primary fundraiser, providing vision and direction while personally leading donor engagement, fundraising initiatives and day-to-day operations in a highly hands-on role. The Executive Director will coach, mentor and grow the team with a focus on staff development and retention.



In collaboration with the Haliburton Highlands Health Services (HHHS) leadership team, the Executive Director will ensure key communications and marketing activities raise awareness, increase impact and are well aligned with the objectives of HHHS.

HHHS Foundation looks forward to welcoming a new Executive Director to the Foundation who may already be a part of this beautiful community or who will eventually make it their home. HHHS Foundation is very open to candidates who may not have previous connection to or knowledge of the community, as well as those who do.

ABOUT HALIBURTON HIGHLANDS HEALTH SERVICES

Haliburton Highlands Health Services promotes wellness and provides access to essential, high quality clinical programs including Primary Care, Hospital (Acute Inpatient and Emergency Care at the Haliburton site) Long-Term Care, End-of-Life Care, Mental Health & Addictions Services, Physio, DEN/Gain, and Community Support Services for the residents, cottagers, and visitors of Haliburton County and the surrounding areas.

HHHS encompasses two sites, one in Haliburton and one in Minden. The HHHS Haliburton site includes 15 patient beds in their Acute Care and Emergency Department, serving both in-patient and out-patient requirements 24 hours a day, 7 days a week. The site also includes 2 beds in the Palliative Care Centre, along with Radiology, Physiotherapy, CT, Mammography, Ultrasound, and the main Administration offices. Highland Wood, a 30-bed Long-Term Care facility is located at the Haliburton site of HHHS, and Community Support Services is adjacent to the hospital, just across the parking lot.



We welcome community members to leverage our Minden Health Hub for Urgent Care support, X-ray, Bone Densitometry and Physiotherapy, mental health services, and others. Program offices for HHHS Supportive Housing and the Diabetes Education Network are located on the second floor in the Community Health area. Hyland Crest, a 62-bed Long-Term Care facility is an integral part of the Minden facility. Geriatric Assessment and Intervention Network offices are also adjacent to HHHS Minden at 8 Winchester Street.

Strategic Directions 2025 – 2028

Together – be the model of excellence in healthcare

Deliver compassionate, high-quality person-centred care.

Nurture and support a thriving team culture.

Cultivate partnerships to strengthen care delivery.

Build the future through sustainable and responsible resource management and innovation.

Optimizing health and wellbeing in Haliburton County through growth and innovation.

COMPASSION • ACCOUNTABILITY • INTEGRITY • RESPECT

HHHS 2025 – 2028 Strategic Plan

The Hospital accomplished Accreditation with Commendation by Accreditation Canada. This recognition acknowledges the professionalism and care that HHHS consistently delivers and reflects our ongoing commitment to supporting the health and wellbeing of our community. This achievement would not have been possible without the unwavering dedication of our staff and the trust of our patients, residents and clients.



Master Planning

Haliburton Highlands Health Services is undertaking a comprehensive planning initiative with all levels of government and Ontario Health to address the current and future healthcare needs of Haliburton County and the surrounding region.

Over the next 20 years, the population in HHHS' catchment area is expected to increase by 22%, while the 80+ population will grow by 59% in the next 10 years (Ministry of Finance data as required by Ministry of Health). This demographic shift brings opportunities to improve access to primary care, emergency services, and long-term-care across the County of Haliburton.

This Master Planning effort represents a unique and much-needed opportunity in the history of HHHS to rethink and revitalize our healthcare infrastructure. By addressing these critical issues, we can build a healthcare system that is robust and capable of meeting the needs of our community both now and into the future.

HHHS' vision for the future is to be the model of excellence in rural healthcare. We are rethinking and optimizing health and wellbeing in Haliburton County where residents and visitors have access to primary care, emergency care, acute/inpatient care, ambulatory/outpatient care, community support services and programs, and long-term care.



ABOUT HALIBURTON HIGHLANDS HEALTH SERVICES FOUNDATION

A Foundation for the Health of the Highlands, the Haliburton Highlands Health Services Foundation (HHHS Foundation) is a registered Canadian charity that supports the hospital and health care facilities throughout Haliburton County. Through philanthropic support, the Foundation funds capital projects, medical equipment, education programs and community support services that enhance local health care. The Foundation does not provide funding for the ongoing, day-to-day operations of health care facilities.

2026-2027 Focus

The HHHS Foundation is committed to building for the future, growing successful fundraising initiatives, and remaining accountable to our community while being recognized as a leading not-for-profit in Haliburton County.



In 2024, HHHS Foundation successfully launched a \$4.3M capital equipment campaign, *Here for You in the Highlands*, to upgrade and add lifesaving and much needed diagnostic tools including a CT scanner. At the time, Haliburton was the only county in Ontario that did not have a CT scanner.



The campaign concluded on November 1, 2024, nine months after it was launched, having raised more than \$6.2M, enough to fund the replacement of aging X-ray equipment in addition to its original goals. The Campaign Cabinet worked to raise the funds and broaden the donor base for the Foundation, including reaching further in the communities that surround the hundreds of lakes in the county. Through these efforts, the Foundation was able to report that 47% of donors to the campaign were new to the Foundation. As a

result of the success, in October 2024, the HHHS Foundation was honoured with the 2024 Not-For-Profit of the Year award by the Haliburton County Chamber of Commerce.

In 2026, we continue to strive for excellence and raise funds for much needed new equipment in all areas of HHHS including the emergency department, acute care, long term care, and women's clinic. The HHHS Foundation works closely with the leadership of HHHS as we look to the future, planning for growth and innovation. We are in the early stages of planning to fundraise for the "local share" of capital improvements expected through the Future of Care Master Plan, more information available at hhhs.ca/master-planning.

ADDITIONAL INFORMATION

- [HHHS Foundation website](#)
- [About the Foundation & Board of Directors](#)
- [2025 Year End Impact Report](#)
- [2024-2025 Annual Report](#)
- [Ways to Give](#)
- [Events](#)
- [News](#)
- [HHHS website](#)
- [HHHS Strategic Plan 2025 - 2028](#)

BOARD OF DIRECTORS

- David Blodgett, Chair
- Peter Henry, Vice Chair
- Ross Sykes, Treasurer
- Troy Austen
- Karen Hudson
- Caitlin Kooger
- Susannah Moylan
- Kelli Preston
- Roger Trull, HR Committee Chair
- Christine Tutssel
- Katie Walmsley

KEY AREAS OF ACCOUNTABILITY

Strategic Leadership, Governance & Operations:

- Work collaboratively with the Board of Directors to drive the overall Foundation strategy and planning in support of a culture of growth and success, including the development of an annual operating plan that sets out fundraising goals and objectives, activities, resource requirements and an implementation plan.
- Deliver and monitor the annual operating plan, implementing strategies and tactics that position the Foundation for growth in alignment with strategic objectives and the Revenue Generation Plan.
- Build a collaborative, mutually beneficial relationship with the President & CEO of HHHS that supports a unified approach to patient-centred fundraising.
- Engage regularly with relevant clinical and other members of the HHHS Senior Leadership Team to ensure the Foundation has a solid understanding of current and future needs and that those teams are oriented and engaged with the cultivation, recognition and stewardship of major donors, and other relevant activities and initiatives of the Foundation.
- Develop, recommend and implement Foundation policies, in cooperation with and for approval by the Board of Directors, strengthening them to increase overall accountability.
- Identify, assess, monitor and inform the Board of internal and external risk factors, which may affect annual objectives.
- Co-ordinate activities of the Board and its committees and prepare all materials for Board meetings on a monthly basis, acting as Secretary to the Foundation Board of Directors
- Implement effective and efficient business systems to manage the affairs of the HHHS Foundation.
- Work with the auditor to ensure that audited financial statements are produced on an annual basis.
- Ensure the Foundation meets all statutory and regulatory reporting obligations by overseeing the preparation, accuracy, and timely filing of the annual CRA Registered Charity Information Return (T3010), lottery licence reports, corporate filings, and other required reports.

Fundraising:

- Serve as the chief development officer, leading the planning, development, execution and evaluation of a long-term vision to increase the Foundation's fundraising revenue as outlined in the Revenue Generation Plan.
- Directly manage a personal portfolio of prospects and donors including individuals and foundations, and strategic partnerships with corporations and other organizations.
- Continuously review and revise fundraising programs for maximum success.
- Ensure all fundraising programs and practices adhere to the highest ethical and professional standards.

- Build a culture of philanthropy in partnership with the Board of Directors, Foundation staff and the HHHS team that proactively demonstrates to donors that their support and engagement matters and has important impact on people in our communities.
- Strategically plan and implement exemplary donor stewardship programs and timely donor communications.
- Develop opportunities that focus on new potential donor segments and demographics, attract new potential donors from various demographics and elevate the giving of current donors.
- Develop strategies and action-oriented plans to enhance the Major Gifts, Planned Giving, Grateful Patient and Annual Giving programs, while preparing for the next major campaign.
- Lead the development, production, and execution of all fundraising and donor solicitation materials, ensuring compelling messaging, brand consistency, and alignment with Foundation priorities.
- Design, implement, and continuously enhance donor relations and recognition programs that strengthen engagement, foster long-term relationships and inspire increased philanthropic support.
- Oversee the coordination of gift acknowledgement, tax receipting, tracking and monitoring of all donations and pledges.
- Evaluate the effectiveness and efficiency of fundraising programs and activities, making recommendations to the Board of Directors for improvements.
- Actively participate in ongoing learning and development, maintaining an active membership in professional associations dedicated to philanthropy and fundraising in order to develop and enhance skills.

Team Leadership:

- Ensure the effective recruitment, supervision, development and evaluation of Foundation staff, conducting performance reviews on all employees of HHHS Foundation staff.
- Manage, coach and mentor the staff team toward meeting Foundation goals and objectives.
- Establish individual and team goals and performance targets with measurable outcomes that are assessed on a regular basis.
- Ensure appropriate personnel policies and procedures are developed and maintained.
- Assist in the recruitment, orientation and ongoing support of the Board and other senior volunteers, supporting their ability to complete Foundation-related activities that ensure the fundraising needs of HHHS Foundation.

Community & Public Relations:

- Act as the main representative and spokesperson for HHHS Foundation externally in the community, with media and at events, building and maintaining relationships that support greater philanthropic support for the Foundation.
- Develop and oversee an annual communications program in alignment with HHHS that promotes and supports revenue generation goals.
- Proactively deepen and maintain a high profile in the community through active involvement in community events and social organizations to promote support for the Foundation.
- Strengthen Foundation communication channels (website, social) and other activities and technology in conjunction with the creation of an updated marketing and communication plan.
- Develop and maintain a positive relationship with local businesses, local government agencies, potential donors, volunteer groups, the media and the community in general.
- Coordinate development and production of written, audio and visual communications as well as social media content.

QUALIFICATIONS AND KEY COMPETENCIES

- Progressive senior fundraising leadership experience in the non-profit sector that includes fundraising accountability.
- Demonstrated knowledge of and success in a broad range of fundraising programs, including major gifts, capital campaigns, annual giving, direct mail, corporate sponsorships, events, planned giving, lottery and/or donor stewardship.
- Demonstrated success developing and implementing fundraising strategies that grow revenue, strengthen donor relationships, and support organizational priorities.
- Proven ability to cultivate, solicit, and steward donors, corporate partners, physicians (or similar), and community leaders to achieve fundraising goals.
- Experience engaging a variety of audiences in fundraising and community engagement initiatives (such as, clinicians, hospital leadership, volunteers, and board members).
- Experience working with a Board of Directors, volunteers, and committees, including supporting governance and strategic planning activities.
- Conversant with the rules and regulations governing a charitable Foundation with up-to-date knowledge of issues, trends and innovation that can support results in the non-profit sector.
- Sound financial management skills, including experience with budget development, financial oversight, reporting, and analysis.
- Demonstrated ability to recruit and develop talent and build high-performing teams.
- Exceptional communication, presentation, and relationship-building skills, with the ability to engage diverse audiences and inspire support.
- Strong negotiation, problem-solving and conflict-resolution skills with the ability to deal with complex strategic and operational issues.
- Strong organizational and project management skills, with the ability to manage multiple priorities and meet deadlines in a fast-paced, hands-on environment.
- Self-motivated, resourceful, and adaptable, with the ability to work independently and deliver results in a small-team environment.
- High level of professionalism, integrity, discretion, and respect for confidentiality.
- The desire to live and immerse themselves in the community, taking the time to learn its nuances and engage with its residents, both permanent and seasonal.
- Knowledge of tools and technology to support fundraising success and overall efficiency, including donor management and/or CRM database experience.
- Post-secondary degree in a related field and/or an equivalent combination of education and experience.
- A passion for healthcare philanthropy, with experience working in a healthcare environment is considered an asset, as is previous experience fundraising in a similar, rural community.
- Previous experience working on or leading a capital campaign is an asset.

BIOGRAPHIES

RECRUITMENT SELECTION COMMITTEE MEMBERS

David Blodgett, Board Chair - Haliburton Highlands Health Services Foundation

David Blodgett has served on the Foundation's Board of Directors since 2019 and as Board Chair since 2023. A seasoned life and health insurance executive, and governance leader, David brings decades of experience in Canada's life and health insurance sector, where he has held senior leadership roles. David served as President & Chief Executive Officer of Saskatchewan based Group Medical Services (a leading not for profit health insurer) and its wholly owned subsidiary GMS Insurance Inc. serving Canadians and visitors to Canada across the country.

David retired from Group Medical Services to move back to Ontario in late 2016 to be closer to family and the cottage in Haliburton. That move made a lifelong dream come true to live full time in Haliburton County! Throughout his career, David has been recognized for his commitment to community service, strong governance, stakeholder engagement, and organizational growth. His board experience includes service with the Canadian Life and Health Insurance Association, the Alzheimer Society of Saskatchewan, Haliburton Highlands Health Services Foundation and numerous community organizations.

As Chair of the HHHS Foundation, David is focused on supporting exceptional healthcare for residents, cottagers, and visitors throughout Haliburton County.

Peter Henry, Board Vice-Chair - Haliburton Highlands Health Services Foundation

Peter Henry is a seasoned, entrepreneur, investment executive and governance leader with more than three decades of experience advising institutional investors and guiding organizations through complex fiduciary and strategic challenges.

He founded Proteus Performance Management Inc. in 1994, establishing one of Canada's leading independent investment consulting and pension governance firms. Under his leadership, Proteus became known for its specialized expertise in governance, investment manager selection, and risk management for corporate sponsors, foundations, and other pools of capital. In 2018, Proteus was acquired by Hub International, marking a significant milestone in the firm's growth and industry influence.

Today, Peter applies his strategic insight across several leadership and advisory roles. He serves as an Advisory Board Member of the Leslie Consulting Group, contributing guidance on strategy and organizational governance. He is also the Vice-Chair of the Haliburton Highlands Health Services Foundation Board, where he also chairs the Investment Committee. Beyond his board and advisory commitments, Peter remains active in private equity interests, leveraging his experience in investment oversight.

Karen Hudson, Board Member – Haliburton Highlands Health Services Foundation

Karen Hudson is VP, Growth Initiatives for Benefaction Foundation, a charitable public foundation with a mission to encourage philanthropy by helping Canadians maximize charitable giving while minimizing tax and administrative burdens, through the use of Donor Advised Funds (DAFs).

Karen is responsible for helping to grow the Foundation through the expansion of partnerships with wealth management firms and leading internal initiatives focused on scalable growth while enhancing donor experience. Prior to joining Benefaction, Karen had a successful 20-year career in wealth management with a focus on market research and advisor practice management. Karen graduated from Queen's University with an Honours BComm.

Karen joined the HHHS Foundation Board in 2025 and serves on the Human Resources committee. She is also a long-time volunteer with the Canadian Association of Gift Planners (CAGP) and co-authored the first comprehensive study of Donor Advised Funds in Canada.

Ross Sykes, Treasurer – Haliburton Highlands Health Services Foundation

Ross Sykes is a Chartered Professional Accountant (CPA, CA) with close to 40 years of senior financial leadership experience, most recently in the insurance brokerage industry.

Throughout his career, Ross held executive financial leadership roles with responsibility for financial reporting, strategic financial planning, mergers and acquisitions, and post-acquisition integration and financial consolidation. He is recognized for his strong financial stewardship, governance expertise, and ability to support organizational growth through sound financial management.

After retiring, Ross and his wife made the Haliburton Highlands their permanent home in 2020. He is excited to put his professional experience and financial expertise to work in support of the HHHS Foundation, through sound governance and responsible stewardship.

Roger Trull, HR Committee Chair - Haliburton Highlands Health Services Foundation

As McMaster University's Vice-President of University Advancement (1993 – 2011) Roger Trull built one of Canada's leading advancement operations. He was responsible for Public Relations, Government Relations, Alumni Relations, Advancement Services and Fundraising. During his tenure, McMaster University received a number of landmark donations and raised in excess of one billion dollars in private financial support. Roger managed two campaign cabinets that included industry leaders from around the world and worked closely with many long serving alumni volunteers who organized high profile events.

Since retiring from McMaster University, Roger has been engaged in numerous consulting projects with organizations such as SickKids, Southlake Hospital, Homewood Research Institute and the United Way. He has volunteered with community organizations, including Canadian Mental Health Association, Hillfield Strathallan College, the National Association of Canadian Clubs, the Canadian Council for Advancement of Education, Shalom Village, the Global Peace Centre and the Hamilton Downtown Partnership. His committee work includes bids for the PanAm Games and the Commonwealth Games. Roger served as a fundraising advisor for non-profit organizations like the Dundas Learning Centre, the Dundas Eco-Park, Scouts Canada, Liberian Learning Centre, Point in Time Centre for Children, Youth and Parents, and the Argyll and Sutherland Highlanders. He has chaired the Haliburton Highlands Sports Halls of Fame for the past eight years.

Roger is currently a board member of the Haliburton Highlands Health Services Foundation and chairs the Human Resources Committee. He was vice-chair for the very successful "Here for You in the Highlands" fundraising campaign in 2024.

Katie Walmsley, Board Member – Haliburton Highlands Health Services Foundation

Katie Walmsley is President of the Portfolio Management Association of Canada (PMAC) and is responsible for directing the Association's overall strategy, including federal and provincial advocacy, education, compliance support and other member services.

Prior to her role at PMAC, Katie held several senior leadership positions in both the insurance industry and the association/not-for-profit sector. She served 10 years with Pilot Insurance Company (a subsidiary of Aviva Canada) in a variety of management positions, including Sr. Vice President, Corporate Development. Her non-profit/association management experience includes two years with the Insurance Institute of Canada as Sr. Director Western and Atlantic Operations and five years with the Hincks Dellcrest Treatment Centre as Human Resources Director.

Katie joined the Haliburton Highlands Health Services Foundation Board in 2025 and currently serves on the Investment Committee. Other volunteer work includes serving as Director on the Board of Second Kicks, a charity she co-founded in 2004.

HALIBURTON HIGHLANDS HEALTH SERVICES, PRESIDENT & CEO

Jack Hutchison, President & CEO - Haliburton Highlands Health Services

Jack Hutchison has served as President and Chief Executive Officer of Haliburton Highlands Health Services since March 2026. A lifelong connection to Haliburton County shapes both his leadership approach and his commitment to strengthening healthcare access in rural communities. Raised in Minden and a graduate of Haliburton Highlands Secondary School, Jack returned home to lead HHHS after building an extensive career in health system leadership across Ontario.

Prior to joining HHHS, Jack served as Senior Vice President and Chief Operating Officer at the Weeneebayko Area Health Authority, an integrated health authority serving six Indigenous communities along the western James Bay coast. In that role, he led a broad executive portfolio including Corporate Services, People & Culture, and Information Management, while advancing major initiatives in capital redevelopment, technology modernization, workforce development, and health system planning. His leadership experience also includes executive roles focused on organizational culture, operational excellence, and system transformation.

Jack holds a Bachelor of Arts from Concordia University and a Master of Business Administration from the University of Fredericton. Throughout his career, he has been recognized for building strong partnerships, supporting high-performing teams, and championing innovative approaches to delivering healthcare in underserved and rural regions. He is particularly passionate about ensuring that geography does not determine a person's access to quality healthcare, a principle that continues to guide his work at HHHS.

As President & CEO, Jack is focused on supporting staff and physicians, strengthening services for patients and families, and advancing the long-term vision for healthcare in the Highlands. Colleagues describe him as a collaborative and community-minded leader who values listening, relationship-building, and creating the conditions for teams to succeed. He lives in Haliburton County with his wife, Victoria, and their two young children.

LIVING IN THE HALIBURTON HIGHLANDS

Nestled in the heart of cottage country, just 2½ hours northeast of Toronto, is the Haliburton Highlands, a place of opportunity and an exceptional quality of life. The Highlands offer the spectacular beauty of rolling hills and over 600 pristine lakes, as well as safe and active communities to raise your children and reliable services for your retirement.

The Highlands are an outdoor enthusiast's dream each season of the year. From swimming, boating, fishing, and hiking in the summer, to cross country, downhill skiing, and snowmobiling in the winter, it's all in your own backyard in the Highlands!



The Highlands are home to a large and diverse artistic community, with studios and galleries throughout the County, and complemented by the Haliburton School of the Arts. The Haliburton Highlands are also a thriving theatre community with the Highlands Little Theatre, Highlands Summer Festival, and the Highlands Opera Studio offering performances throughout the year.

The Haliburton Highlands offer great family communities with quality education being offered by the Trillium Lakelands District School Board, including a thriving French Immersion Program. A wide array of extra-curricular groups, service clubs, and churches in the Highlands also contribute to the welcoming and friendly environment for families of all ages.



So, whether you enjoy the thrill of outdoor adventure, the charm of exploring art studies and galleries, or the serenity of sitting by the lake, the Highlands is for you!

[Hear more from Physicians](#) who have moved to the Haliburton Highlands and [learn why so many in the healthcare space are incentivized](#) to come to this beautiful part of province.

Local tourism links:

- [My Haliburton Highlands](#)
- [Explore the Haliburton Highlands](#)
- [Haliburton Forest & Wildlife Reserve](#)
- [Destination Ontario – Haliburton Highlands](#)

ORGANIZATIONAL CHART

