

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, June 26, 2024, via teleconference. The meeting was open to the public and live streaming of the proceedings was provided for the media and public through a link on the Health Unit’s website.

PRESENT:

Nipissing District:

Central Appointee
Central Appointee
Central Appointee
Central Appointee
Eastern Appointee

Karen Cook
Sara Inch
Maurice Switzer
Dave Wolfe
Rick Champagne (*Chairperson*)

Parry Sound District:

Southeastern Appointee
Western Appointee

Marianne Stickland
Jamie McGarvey
Tim Sheppard

Public Appointees:

REGRETS:

Northeastern Appointee
Western Appointee – Nipissing District
Public Appointee
Central Appointee

Blair Flowers
Jamie Restoule
Catherine Still
Jamie Lowery (*Vice-Chairperson*)

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer
Executive Director, Corporate Services, Privacy Officer
Manager, Planning and Evaluation, Communications
Executive Assistant, Office of the Medical Officer of Health
Executive Assistant, Executive Director’s Office

Dr. Carol Zimbalatti
Paul Massicotte
Danielle Hunter
Ashley Lecappellain
Christine Neily

Recorder

Executive Assistant, Office of the Medical Officer of Health Sheri Beaulieu

1.0 CALL TO ORDER

The Board of Health members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference.

Rick Champagne, Board of Health Chairperson called the meeting to order at 5:25 p.m.

2.0 APPROVAL OF THE AGENDA

The agenda for the June 26, 2024, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2024/06/01 *Wolfe/Cook

Be It Resolved, that the Board of Health Agenda, dated June 26, 2024, be approved, as amended.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	A		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	X			Catherine Still	R		
Jamie Lowery	R			Maurice Switzer	X		
Jamie McGarvey	R			Dave Wolfe	X		

“Carried”

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 PRESENTATION – NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT STRATEGIC PLAN

Paul Massicotte, Executive Director, Corporate Services and Privacy Officer, and Danielle Hunter, Manager, Planning and Evaluation and Communications were welcomed to the Board of Health meeting to provide a presentation on the proposed 2024-2027 strategic plan for the Health Unit.

The presentation provided an outline on the phases of development, renewed mission, vision, and values, the strategic priorities, the launch process of the plan, operationalization of the plan, and the monitoring and reporting process. The presentation also provided more in-depth information related to the areas noted above. Internal reporting requirements will commence in 2025.

The Mission, Vision, and Values were noted as:

Mission: A healthy community for all

Vision: To foster healthy communities through partnership, preparedness, prevention, promotion, and protection

Values:

- Accountability
- Adaptability

- Collaboration
- Equity
- Empathy

Priorities for the organization were noted as:

- Priority One – Organizational Well-being
- Priority Two – Health Equity
- Priority Three – Communication, Connection, Collaboration

Questions and comments following the presentation were addressed.

Overall, Board members noted their appreciation for the proposed strategic plan and the work required to create it, however, lack of Board of Health member involvement in the planning stages of the strategic planning process was noted. Board members were provided assurance that this will be included in future strategic planning processes and updates.

5.0 APPROVAL OF PREVIOUS MINUTES

5.1 Board of Health Minutes – April 24, 2024

The minutes from the Board of Health meeting held on April 24, 2024, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2024/06/02 *Wolfe/Sheppard

Be It Resolved, that the minutes from the Board of Health meeting held on April 24, 2024, be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	A		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	X			Catherine Still	R		
Jamie Lowery	R			Maurice Switzer	X		
Jamie McGarvey	R			Dave Wolfe	X		

“Carried”

6.0 DATE OF THE NEXT MEETING

Date: September 25, 2024

Time: to be determined

Place: to be determined

7.0 BUSINESS ARISING

There was no discussion under Business Arising.

8.0 REPORT OF MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health for the June 26, 2024, meeting was presented to the Board of Health for information purposes.

Additional verbal updates were provided on the process for updating the Ontario Public Health Standards and the ongoing per- and polyfluoroalkyl substances (PFAS) work in North Bay between the Health Unit and external partners.

Comments and questions were received and addressed.

9.0 BOARD COMMITTEE REPORT

9.1 Finance and Property Committee

A Finance and Property Committee meeting was held prior to the Board of Health meeting. The following motion was read:

Board of Health Resolution #BOH/2024/06/03 *Stickland/Inch

Whereas, the North Bay Parry Sound District Health Unit (Health Unit) has held a contract with the Healthcare Insurance Reciprocal of Canada (HIROC) since 2013, and

Whereas, the service provider and costs related to the service have been very satisfactory to management and the Board of Health.

Therefore Be It Resolved, on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve continuation of the contract for the general insurance program with the Healthcare Insurance Reciprocal of Canada until notified of any changes, and

Furthermore Be It Resolved, that the Finance and Property Committee be updated annually, at a minimum, on insurance matters.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	A		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	X			Catherine Still	R		
Jamie Lowery	R			Maurice Switzer	X		
Jamie McGarvey	R			Dave Wolfe	X		

“Carried”

10.0 CORRESPONDENCE

Board of Health correspondence listed for the June 26, 2024, meeting is made available for review by Board members in the Board of Health online portal.

11.0 NEW BUSINESS

11.1 North Bay Parry Sound District Health Unit Strategic Plan

A presentation outlining the Health Unit’s proposed strategic plan for 2024 – 2027 was provided at the start of the meeting.

Having no further discussion related to the proposed strategic plan, the following motion was read:

Board of Health Resolution #BOH/2024/06/04 *Switzer/Wolfe

Therefore Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit approve the Strategic Plan for 2024 – 2027.

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	A		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	X			Catherine Still	R		
Jamie Lowery	R			Maurice Switzer	X		
Jamie McGarvey	R			Dave Wolfe	X		

“Carried”

Paul Massicotte and Danielle Hunter left the Board of Health meeting at 6:15 p.m.

Jamie McGarvey joined the Board of Health meeting at 6:16 p.m.

11.2 Board of Health Bylaws – Revisions

Revisions to the Board of Health Bylaws were presented to the Board for their review and approval.

Having no discussion related to the proposed revisions to the Board of Health Bylaws, the following motion was read:

Board of Health Resolution #BOH/2024/06/05 *Sheppard/Cook

Whereas, the Board of Health received and reviewed written notice in the June 26, 2024, agenda package of proposed revisions to the Board of Health Bylaws as follows:

Section I – Agenda

13. Members of the Board shall have the right to propose an item for the agenda. It is recommended that such is received in writing, including all relevant attachments, by the Recording Secretary 14 days before the meeting for inclusion in the agenda package. For more urgent or confidential matters, a Board of Health member may wish to propose an agenda item after the 14-day timeline or at the time of the meeting.
14. For any agenda items not included in the Board of Health meeting package, the Board of Health will vote on the amendment to the proposed agenda prior to voting to approve the agenda. As with other motions, the Board could decide among several actions relating to the proposed agenda item, including but not limited to adopting, rejecting, amending, referring or deferring the proposed item. Attachments related to a new agenda item proposed and adopted at the time of the meeting cannot be added to the agenda package.

Section I – Order of Business

15. The business of each meeting shall normally be taken up in the order described in the agenda, however, the Chair, with approval from the Board may vary the order of the agenda to better deal with the business at hand. ~~Items not on the prepared agenda may be added to the agenda by agreement at the beginning of the meeting with the motion to approve the agenda noted as “carried as amended”. The addition shall be reflected in the minutes.~~

Section III – Appointment of Standing Committees, Auditors, and Legal Advisor(s)

49. At the first meeting, the Board shall appoint/recognize by resolution the following:

- a. A **Finance and Property Committee** comprised of all Board members to deal with matters of finance, banking, insurance, property, ~~and financial policies and procedures of the Board of Health;~~
- b. A **Personnel Policy, Labour/Employee Relations Committee** comprised of all Board members to deal with matters related to collective agreements (unions) and employment policies (non-union), ~~and personnel policies and procedures of the Board of Health;~~

Section IV – Chairperson

- 54. The Chairperson of the Board shall:
 - c. Ensure the Board of Health fulfills its governance responsibilities, and the Board of Health bylaws, ~~policies code of conduct~~ and ~~governance manual~~ are followed,

Section X – Medical Officer of Health Absence or Inability to Act

104. Where necessary may appoint an Acting Medical Officer of Health in the short-term absence of the Medical Officer of Health/Associate Medical Officer of Health from one of the following health units, by a qualified locum Medical Officer of Health, or by a physician previously approved by Board of Health resolution, to ensure that the statutory duties and powers of the Medical Officer of Health may continue to be fulfilled,

Algoma Public Health
Northwestern Health Unit
Porcupine Health Unit
Public Health Sudbury & Districts
~~Renfrew County and District Health Unit~~
Simcoe Muskoka District Health Unit
Thunder Bay District Health Unit
Timiskaming Health Unit

Now Therefore Be It Resolved, that the Board of Health approves the proposed revisions to the Board of Health Bylaws Regulating the Board of Health, as presented.

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	A		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	X			Catherine Still	R		
Jamie Lowery	R			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

“Carried”

11.3 Recommendations on Access to Free Private Well Water Testing

A briefing note outlining the issue and recommended actions was included in the Board of Health agenda package.

Questions and comments were received and addressed.

The following motion was read:

Board of Health Resolution #BOH/2024/06/06 *Sheppard/McGarvey

Whereas, private water testing is currently available through Public Health Ontario laboratories to residents who rely on drinking water from a private well or treated lake water to verify that their drinking water is potable; and

Whereas, the Honourable Minister Sylvia Jones has provided verbal reassurances on multiple occasions that private water testing will remain free to the residents of Ontario; and

Whereas, rural areas of Ontario comprise a higher volume of private water sources and will potentially be most impacted if cost-saving measures do not consider ruralism for private water testing services, including transportation of the sample by the resident to the point of drop off, and delivery from the point of drop off to the lab; and

Whereas, private water testing is already underutilized by residents and further changes to accessibility of water testing could further reduce utilization, putting residents at risk of consuming non-potable water and the potential for water-borne illness; and

Whereas, the Office of the Auditor General of Ontario report also identified quality improvement opportunities for coordination and communication of courier services used to transport water samples which may contribute to cost reductions without impacting Ontario residents, and also maintain the integrity of the sample being tested (reduce the number of samples rejected from the laboratory due to not arriving within the required timeframe).

Therefore Be It Resolved, That the Board of Health for the North Bay Parry Sound District Health Unit recommends that Public Health Ontario within its quality improvement plan, assesses the geographical areas from which private water samples are collected and, with the support of the Ministry of Health ensures that drop-off locations, courier services and laboratories are coordinated to meet the needs of those geographies and maintain the integrity of the sample being tested; and

Furthermore Be It Resolved, That the Board of Health provide correspondence of these resolutions to the Honourable Doug Ford (Premier), the Honourable Sylvia Jones (Ontario Minister of Health), Victor Fedeli, MPP (Nipissing), Graydon Smith, MPP (Parry Sound-Muskoka), John

Vanthof, MPP (Timiskaming-Cochrane), Michael Sherar (President and CEO of Public Health Ontario), Ontario Boards of Health, the Association of Local Public Health Agencies (alPHa), and member municipalities.

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	A		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	X			Catherine Still	R		
Jamie Lowery	R			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

“Carried”

11.4 Board of Health Self-Evaluation Survey – Report

In April 2024, Board of Health members completed the mandatory self-evaluation survey. A report on the survey findings was presented to Board members along with a follow-up action plan.

It was noted that the proposed action plan will be an evergreen document that will evolve as items identified in the self-evaluation survey are addressed.

11.5 Association of Local Public Health Agencies (alPHa) 2024 Annual General Meeting and Conference – Report from Attendees

A written summary of the course of events from the June 5-7 alPHa Conference and Annual General Meeting was provided in the package, along with verbal update by the two attendees.

Of note, the scheduled walking tour was a very good networking experience and noted topics of the conference were health unit mergers, implications on public health with Ontario as the fastest growing population with the arrival of 1.2 million new Canadians, private well water testing, nicotine pouches and Ontario’s youth, and expansion of alcohol outlets.

All motions brought forward to the annual general meeting were carried, with one of the motions being to urge the province to reconsider the increased sale of alcohol.

Board members were encouraged to read the Chief Medical Officer of Health’s 2023 Annual Report which contains a substantial amount of data on substance use and costs associated with each substance.

12.0 IN CAMERA

There was no in camera session.

13.0 ADJOURNMENT

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 6:42 p.m.

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Sheri Beaulieu, Recorder

Date (yyyy/mm/dd)