

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, April 17, 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	Karen Cook
Central Appointee	Dave Wolfe
Central Appointee	Sara Inch
Central Appointee	Jamie Lowery ( <i>Vice-Chairperson</i> )
Central Appointee	Maurice Switzer
Eastern Appointee	Rick Champagne ( <i>Chairperson</i> )
Western Appointee	Jamie Restoule

**Parry Sound District:**

Northeastern Appointee	Blair Flowers
Southeastern Appointee	Marianne Stickland

**REGRETS:**

Central Appointee	Jamie McGarvey
<b>Public Appointees:</b>	Tim Sheppard
	Catherine Still

**ALSO IN ATTENDANCE:**

Medical Officer of Health/Executive Officer	Dr. Carol Zimbalatti
Executive Director, Finance	Isabel Churcher
Executive Director, Corporate Services/Privacy Officer	Paul Massicotte
Executive Assistant, Executive Director's Office	Christine Neily

**Recorder**

Executive Assistant, Office of the MOH/EO	Nelly Bothelo
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**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 called the meeting to order 5.02 p.m.

**2.0 APROVAL OF THE AGENDA**

The agenda for the April 17, 2024 Board of Health meeting was reviewed, and the following motion was read:

**Board of Health Resolution #BOH/2024/04/01 \*Wolfe/Switzer**

***Be It Resolved***, that the Board of Health Agenda, dated April 17, 2024, be approved.

The recorded vote was as follows:

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

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

*“Carried”*

**3.0 CONFLICT OF INTEREST DECLARATION**

There were no conflicts of interest declared.

**4.0 APPROVAL OF PREVIOUS MINUTES**

**4.1 Board of Health Minutes – March 6, 2024**

The minutes from the Board of Health meeting held on March 6, 2024, were reviewed and the following motion was read:

**Board of Health Resolution #BOH/2024/04/02 \*Cook/Lowery**

***Be It Resolved***, that the minutes from the Board of Health meeting held on March 6, 2024, be approved as presented.

The recorded vote was as follows:

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

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

*“Carried”*

#### 4.2. Board of Health In Camera Minutes – March 6, 2024

The minutes from the Board of Health meeting held on March 6, 2024, were reviewed and the following motion was read:

**Board of Health Resolution ##BOH/2024/04/03 \*Cook/Lowery**

***Be It Resolved***, that the in-camera minutes from the Board of Health meeting on March 6, 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 McGarvey	R		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	X		
Catherine Still	R			Maurice Switzer	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	R		

“Carried”

#### 4.3 Board of Health Minutes – March 11, 2024

The minutes from the Board of Health meeting held on March 11, 2024, were reviewed and the following motion was read:

**Board of Health Resolution #BOH/2024/04/04 \*Stickland/Flowers**

***Be It Resolved***, that the minutes from the Board of Health meeting held on March 11, 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 McGarvey	R		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	X		
Catherine Still	R			Maurice Switzer	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	R		

“Carried”

#### 4.4. Board of Health In Camera Minutes – March 11, 2024

The minutes from the Board of Health meeting held on March 11, 2024, were reviewed and the following motion was read:

**Board of Health Resolution ##BOH/2024/04/05 \*Restoule/Wolfe**

**Be It Resolved**, that the in-camera minutes from the Board of Health meeting on March 11, 2024, be approved as presented.

The recorded vote was as follows:

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

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

“Carried”

**5.0 DATE OF NEXT MEETING**

**Date:** April 24, 2024

**Time:** to be determined

**Place:** 345 Oak Street West, North Bay, Ontario

**6.0 BUSINESS ARISING**

There was nothing under Business Arising.

**7.0 REPORT OF MEDICAL OFFICER OF HEALTH**

No report of the Medical Officer of Health was prepared for this meeting.

**8.0 BOARD COMMITTEE REPORT**

There were no Committee Reports to bring forward.

**9.0 CORRESPONDENCE**

There was no Board of Health correspondence listed at this meeting.

**10.0 NEW BUSINESS**

## 10.1 Meeting Schedule 2024 – Revised

The following motion was read:

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

**Whereas**, that in accordance with Board of Health Bylaw Section II, #18, the Board of Health approved the regular meeting schedule for the year 2024, at the January 24, 2024, Board meeting, and subsequently revised at the April 17, 2024 Board of Health meeting; and

**Whereas**, revisions to the previously approved Board of Health meeting scheduled were required as follows:

<b>DATE</b>	<b>MEETING</b>	<b>TIME</b>
January 24 *This date is carried over from the 2023 approved schedule: for information only	Board of Health Meeting	5 – 7 p.m.
March 6	Finance and Property Committee Board of Health	5 – 7 p.m.
March 11	Board of Health	5 – 7 p.m.
April 17	Board of Health	5 – 7 p.m.
April 24	Personnel Policy, Employee/Labour Relations Committee Finance and Property Committee Board of Health	5 – 7 p.m.
June 26	Finance and Property Committee Board of Health	5 – 7 p.m.
September 25	Personnel Policy, Employee/Labour Relations Committee Finance and Property Committee Board of Health	5 – 7 p.m.
November 27	Board of Health	5 – 7 p.m.
December 4	Finance and Property Committee Board of Health	5 – 7 p.m.

<b>DATE</b>	<b>MEETING</b>	<b>TIME</b>
January 22, 2025	Finance and Property Committee Board of Health	5 – 7 p.m.

**Now Therefore Be It Resolved**, that in accordance with Section 18 of the Board of Health Bylaws that the Board of Health for the North Bay Parry Sound District Health Unit approve revisions to the 2024 Board of Health meeting schedule, as presented.

The recorded vote was as follows:

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

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

“Carried”

**11.0 IN CAMERA**

**11.1 A position, plan, procedure, criteria or instructions to be applied to any negotiations carried on by or on behalf of the Board.**

**Board of Health Resolution #BOH/2024/04/07 \*Cook/Lowery**

**Be It Resolved**, that the Board of Health move in camera at 5.09 p.m. to discuss item #11.1. A position, plan, procedure, criteria or instructions to be applied to any negotiations carried on by or on behalf of the Board.

The recorded vote was as follows:

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

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

“Carried”

Sara Inch joined the session at 5.15 pm

At the close of the in camera session, the following motion was read:

**Board of Health Resolution #BOH/2024/04/08 \*Inch/Cook**

***Be It Resolved***, that the Board of Health rise and report at 5.33 p.m.

The recorded vote was as follows:

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

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

*“Carried”*

**12.0 ADJOURNMENT**

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 5.34 p.m.

*Original signed by Rick Champagne* *2024/04/24*  
\_\_\_\_\_  
Chairperson/Vice-Chairperson Date (yyyy/mm/dd)

*Original signed by Nelly Bothelo* *2024/04/24*  
\_\_\_\_\_  
Nelly Bothelo, Recorder Date (yyyy/mm/dd)