

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, December 9, 2020, via teleconference. An audio live-stream of the proceedings was provided for the public.

**PRESENT:**

**Nipissing District:**

Central Appointee  
Central Appointee  
Central Appointee  
Central Appointee  
Central Appointee  
Eastern Appointee

Dave Butti  
Nancy Jacko (*Chairperson*)  
Stuart Kidd  
Scott Robertson  
Tanya Vrebosch  
Dean Backer

**Parry Sound District:**

North Eastern Appointee  
South Eastern Appointee  
Western Appointee

Blair Flowers  
Marianne Stickland  
Don Brisbane (*Vice-Chairperson*)

**Public Appointees:**

Gary Guenther  
Mike Poeta

**ALSO IN ATTENDANCE:**

Medical Officer of Health/Executive Officer  
Master of Public Health Student  
Executive Director, Human Resources  
Executive Director, Finance

Dr. Chirico  
Dr. Carol Zimbalatti  
Josée Goulet  
Isabel Churcher

**REGRETS:**

Western Appointee – Nipissing District

Dan Roveda

**RECORDER:**

Management Administrative Assistant

Sheri Beaulieu

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**1.0 CALL TO ORDER**

Nancy Jacko, Board of Health Chairperson, called the Board of Health meeting to order at 5:03 p.m.

\*Note: Live streaming of the Board of Health meeting was not initiated until the close of the camera session.

**2.0 APPROVAL OF THE AGENDA**

The agenda for the December 9, 2020, Board of Health meeting was reviewed and the following motion was read:

**Board of Health Resolution #BOH/2020/09/12/01 \*Poeta/Stickland**

***Be It Resolved***, that the Board of Health Agenda, dated December 9, 2020, be approved.

The recorded vote was as follows:

<b>Name:</b>	<b>For:</b>	<b>Against:</b>	<b>Abstain:</b>	<b>Name:</b>	<b>For:</b>	<b>Against:</b>	<b>Abstain:</b>
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers				Dan Roveda			
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

*“Carried”*

### **3.0 CONFLICT OF INTEREST DECLARATION**

There were no conflicts of interest declared.

### **4.0 IN CAMERA**

#### **4.1 Labour Relations or Employee Negotiations**

An in camera session of the Board of Health was held. The following motion was read:

#### **Board of Health Resolution #BOH/2020/09/12/02 \*Guenther/Robertson**

***Be It Resolved***, that the Board of Health move in camera at 5:05 p.m. to discuss Agenda Item #4.1, Labour Relations or Employee Negotiations.

<b>Name:</b>	<b>For:</b>	<b>Against:</b>	<b>Abstain:</b>	<b>Name:</b>	<b>For:</b>	<b>Against:</b>	<b>Abstain:</b>
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers				Dan Roveda			
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

*“Carried”*

Blair Flowers joined the Board of Health meeting at 5:10 p.m.

#### **Board of Health Resolution #BOH/2020/09/12/03 \*Brisbane/Poeta**

***Be It Resolved***, that the Board of Health rise and report at 5:11 p.m.

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda			
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

“Carried”

Josée Goulet signed out of the Board of Health meeting at 5:12 p.m.

The Board of Health commenced live streaming to the public at 5:13 p.m.

A closed meeting was held to consider a matter concerning labour relations or employee negotiations. A decision was made as follows:

**Board of Health Resolution #BOH/2020/09/12/04 \*Stickland/Guenther**

***Whereas, the current OPSEU and ONA collective agreements and the Management/Non-Union Employment Policy expired on March 31, 2020; and***

***Whereas, negotiations were held with ONA on September 21, 22, 28, October 2, and 22, 2020, with OPSEU on October 28, 29, November 19, 24, 2020, and the management/non-union employees on November 23, 25, and December 2, 2020;***

***Now Therefore Be It Resolved, that the Board of Health approve the Memorandum of Agreement reached on October 22, 2020, between the North Bay Parry Sound District Health Unit and ONA for full-time and part-time nurses effective April 1, 2020 to March 31, 2022; and***

***Furthermore Be It Resolved, that the Board approve the Memorandum of Settlement reached on November 24, 2020, between the North Bay Parry Sound District Health Unit and OPSEU for full-time and part-time employees effective April 1, 2020 to March 31, 2022; and***

***Furthermore Be It Resolved, that the Board approve the agreement reached on December 7, 2020, between the North Bay Parry Sound District Health Unit and Management/Non-Union Employees effective April 1, 2020 to March 31, 2022.***

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda			

Minutes: Board of Health

Date: December 9, 2020

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Gary Guenther	x	Marianne Stickland	x
Nancy Jacko	x	Tanya Vrebosch	x

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“Carried”

## 5.0 APPROVAL OF PREVIOUS MINUTES

### 5.1 Board of Health Minutes – September 23, 2020

The minutes from the Board of Health meeting held on September 23, 2020, were reviewed and the following motion was read:

#### **Board of Health Resolution #BOH/2020/09/12/05 \*Robertson/Brisbane**

***Be It Resolved***, that the minutes from the Board of Health meeting held on September 23, 2020, be approved as presented.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda			
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

“Carried”

## 6.0 DATE OF NEXT MEETING

Date: January 27, 2021

Time: To be determined

Location: To be determined

## 7.0 BUSINESS ARISING

There was nothing under Business Arising.

## 8.0 REPORT OF THE MEDICAL OFFICER OF HEALTH

The [Report of the Medical Officer](#) of Health dated December 3, 2020, was presented to the Board of Health for information purposes.

In additional to the Report of the Medical Officer of Health circulated in the agenda package, the following verbal update from the Medical Officer of Health was provided:

- There are 91 cases as of today
- 80% of the new cases are related to the Nipissing University outbreak
- The Health Unit service area remains in the green zone under the provincial framework
- Preliminary findings are showing that the infection prevention measure currently in place, such as hand-washing, social distancing, and face masks, to name a few, have positively impacted the influenza season
- The influenza season typically runs from November to April; the Health Unit normally would have seen positive influenza cases by this time; however, we have not had any cases to date
- The public's efforts to date is to be congratulated
- Provincially, the COVID-19 cases continue to rise
- The Health Unit continues to conduct contact tracing within the mandated 24 hours, and continues to assist Peel Region with their case management efforts
- The Health Unit continues to provide regular messaging and updates to the public; public health messaging for the holiday season is expected to be released December 10
- The public continues to be encouraged to assume COVID-19 is everywhere in the community, and to take the necessary precautions
- Health Canada granted approval for the Pfizer vaccine today; Moderna is currently in the process of acquiring Health Canada approval
- Planning and rollout of the vaccine by the province is underway
- Public health's role in the vaccine distribution and rollout is unclear at this time; however, the Health Unit has already initiated the planning process to ensure we are ready to start immunizing, when requested
- Grey and red zones of the province are expected to be prioritized in the rollout process
- It could be closer to the end of the first quarter or early in the second quarter before our service area receives any of the vaccine
- It will take many months before there is herd immunity in the province. Until then, encouraging public health measures will continue

## 9.0 CORRESPONDENCE

Board of Health correspondence listed for the December 9, 2020, meeting is made available for review by Board members in the Board of Health online portal.

## 10.0 NEW BUSINESS

### 10.1 Board of Health Meeting Schedule 2020 – Revised

In accordance with Section 18 of the Board of Health Bylaws, revisions to the Board of Health meeting schedule are to be approved by the Board. The following motion was read:

**Board of Health Resolution #BOH/2020/09/12/06 \*Stickland/Brisbane**

**Whereas**, on January 22, 2020, the Board of Health approved the meeting schedule for the 2020 year (#BOH/2020/01/06); and

**Whereas**, on April 22, 2020, the Board of Health approved revision to the previously approved meeting schedule for 2020 (#BOH/2020/04/05); and

**Whereas**, on December 9, 2020, the Board of Health for the North Bay Parry Sound District Health Unit were provided for review a further revised 2020 Board of Health Meeting Schedule as follows:

**NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT  
BOARD OF HEALTH 2020 MEETING SCHEDULE**

<b>DATE</b>	<b>MEETING</b>	<b>TIME</b>
January 22	Finance and Property Committee Board of Health Meeting	5 – 7 p.m.
February 26	Personnel Policy, Employee and Labour Relations Committee Board of Health Meeting	5 – 7 p.m.
April 22	Finance and Property Committee Board of Health	5 – 7 p.m.
June 24	Personnel Policy, Employee and Labour Relations Committee Board of Health	5 – 7 p.m.
September 23	Personnel Policy, Employee and Labour Relations Committee Finance and Property Committee Board of Health	5 – 7 p.m.
<del>November 25</del>	<del>Board of Health</del>	<del>5 – 7 p.m.</del>
<del>December 2</del>	<del>Finance and Property Committee Board of Health</del>	<del>5 – 7 p.m.</del>
<del>December 9, 2020</del>	<del>Board of Health</del>	<del>5 – 7 p.m.</del>
January 27, 2021	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, the Board of Health for the North Bay Parry Sound District Health Unit approve the revision to the 2020 Board of Health Meeting Schedule, as presented.

<b>Name:</b>	<b>For:</b>	<b>Against:</b>	<b>Abstain:</b>	<b>Name:</b>	<b>For:</b>	<b>Against:</b>	<b>Abstain:</b>
Dean Backer	x			Stuart Kidd	x		

Don Brisbane	x	Mike Poeta	x
Dave Butti	x	Scott Robertson	x
Blair Flowers	x	Dan Roveda	
Gary Guenther	x	Marianne Stickland	x
Nancy Jacko	x	Tanya Vrebosch	x

“Carried”

## 10.2 Board of Health Personnel Policies

Board of Health policies require review and renewal once every two years, with the exception of four Personnel policies, which require annual review and renewal.

The following four Personnel Policies requiring annual review were brought forward for review and renewal:

- Preventing Workplace Harassment, B-P-001
- Occupational Health and Safety, B-P-004
- Scent Free Workplace, B-P-005
- Preventing Workplace Violence, B-P-009

The following motion was read:

### **Board of Health Resolution #BOH/2020/09/12/07 \*Poeta/Stickland**

***Be It Resolved***, that the Board of Health for the North Bay Parry Sound District Health Unit approve renewal of B-P-001, Preventing Workplace Harassment, as presented; and

***Furthermore Be It Resolved***, that the Board approve renewal of B-P-004, Occupational Health and Safety, as presented; and

***Furthermore Be It Resolved***, that the Board approve renewal of B-P-005, Scent Free Workplace, as presented; and

***Furthermore Be It Resolved***, that the Board approve renewal of B-B-009, Preventing Workplace Violence, as presented.

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda			
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

*“Carried”*

### **10.3 Third Quarter Income Statements – July 1 to September 30, 2020**

The third quarter income statements were brought forward for information purposes for the Board of Health members.

### **10.4 COVID-19 Expenses – Report to the Ministry of Health – January 1 to December 31, 2020**

The COVID-19 Expense Report to the Ministry of Health was brought forward for information purposes for the Board of Health members.

Board members were advised that the report was submitted to the Ministry in September 2020; the fourth quarter totals were projected amounts.

The Health Unit will not be requesting any extraordinary funding from the Ministry for COVID-19 activities. Savings to the budget from regularly run programs and services that were not provided due to COVID-19 covered the COVID-19 expenses.

### **10.5 Third Quarter Medical Officer of Health Expenses – July 1 to September 30, 2020**

The third quarter expenses for the Medical Officer of Health were brought forward for information purposes for the Board of Health members.

### **11.0 ADJOURNMENT**

The Chair thanked staff for the all of the work during the COVID-19 pandemic, and wished both staff and Board members a happy, healthy holiday season.

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 5:41 p.m.

*Original Signed by Nancy Jacko*

*2021.01.29*

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Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

*Original Signed by Sheri Beaulieu*

*2021.01.27*

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Sheri Beaulieu, Recorder

Date (yyyy/mm/dd)