

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Monday, March 11, 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
Public Appointees:	Tim Sheppard
	Catherine Still

REGRETS:

Central Appointee	Jamie McGarvey
-------------------	----------------

ALSO IN ATTENDANCE:

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

Recorder

Executive Assistant, Office of the MOH/EO	Nelly Bothelo
---	---------------

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 5.00 p.m.

2.0 APROVAL OF THE AGENDA

The agenda for the March 11, 2024 Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2024/03/01 *Wolfe/Inch

Be It Resolved, that the Board of Health Agenda, dated March 11, 2024, be approved.

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	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 APPROVAL OF PREVIOUS MINUTES

There were no minutes for approval.

5.0 DATE OF NEXT MEETING

Date: April 24, 2024

Time: to be determined

Place: to be determined

6.0 REPORT OF MEDICAL OFFICER OF HEALTH

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

7.0 BOARD COMMITTEE REPORT

There were no Committee Reports to bring forward.

8.0 CORRESPONDENCE

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

9.0 NEW BUSINESS

9.1 Meeting Schedule 2024 – Revised

The following motion was read:

Board of Health Resolution #BOH/2024/03/02 *Wolfe/Sheppard

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 March 6, 2024, Board of Health meeting; and

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

DATE	MEETING	TIME
January 24 <i>*This date is carried over from the 2023 approved schedule: for information only</i>	<i>Board of Health Meeting</i>	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 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.
January 22, 2025	Finance and Property Committee	5 – 7 p.m.

DATE	MEETING	TIME
	Board of Health	

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)

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	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

10.0 IN CAMERA

10.1 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/2024/03/03 *Stickland/Still

Be It Resolved, that the Board of Health move in camera at 5.05 p.m. to discuss item #10.1. 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)

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	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

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

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

Be It Resolved, that the Board of Health rise and report at 5.44 p.m.

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	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

11.0 BUSINESS ARISING

11.1 Intent to Merge – North Bay Parry Sound District Health Unit and Renfrew County and District Health Unit.

The following motion was read:

Board of Health Resolution #BOH/2024/03/05 *Lowery/Stickland

Whereas, the Ministry of Health in August 2023 announced its **Strengthening Public Health** initiative which includes funding voluntary Health Unit mergers (as outlined in the Outcomes and Objectives to Support Voluntary Mergers October 2023 document), revising the Ontario Public Health Standards and a new Public Health funding formula;

Whereas, the Boards of Health for the North Bay Parry Sound District Health Unit (NBPSDHU) and the Renfrew County and District Health Unit (RCDHU) each passed resolutions in November 2023 to direct their respective Medical Officers of Health (MOH) and Board Chairpersons to seek provincial funding to study the feasibility of a voluntary merger of NBPSDHU and RCDHU and report back to their respective Boards for discussion and direction;

Whereas, senior management and Board Chairpersons for NBPSDHU and RCDHU have since undertaken joint engagement to pursue this study, resulting in the Merger Feasibility Report by Sense & Nous Consultancy dated February 2024, delivered to the NBPSDHU and RCDHU Boards of Health;

Therefore Be it Resolved, that the Board of Health for North Bay Parry Sound District Health Unit:

- *Agrees in principle to merge with RCDHU, subject to the following conditions:*
 1. *The Government of Ontario approves the intended merger and this Board in its sole discretion is satisfied that this approval will enable NBPSDHU and RCDHU to successfully complete the intended merger;*
 2. *This Board in its sole discretion is satisfied that the funding commitment from the Government of Ontario is sufficient to enable NBPSDHU and RCDHU to successfully complete the intended merger, including one-time and ongoing transition costs during the transition period, (e.g. service and wage harmonization) and business continuity/stabilization funding in amounts sufficient to ensure program and service delivery stability while change is underway;*
 3. *The legal merger of NBPSDHU and RCDHU (if any) will only be effected in accordance with the terms and conditions of a merger agreement to be negotiated through an additional process that will address important issues including composition of the membership for the new board of health, and resolution of the current discrepancy in municipal funding levels between NBPSDHU and RCDHU;*
 4. *The negotiation, due diligence, consultations and implementation plan activities do not identify any material issue that this Board in its sole discretion determines will undermine its assessment of the feasibility of the intended merger with RCDHU such that the Board no longer supports the intent to merge; and,*
 5. *The RCDHU Board of Health expresses its intent to merge with NBPSDHU by resolution that this Board in its sole discretion is satisfied is substantially in accordance with the terms and conditions of this NBPSDHU resolution.*
- *The NBPSDHU MOH/EO; Executive Director, Finance; and Board Chairperson; along with two (2) other NBPSDHU Board of Health members appointed to the Joint Merger Working Group be directed to further negotiate within the Joint Merger Working Group to complete a Voluntary Merger Business Case for submission to the Ministry no later than April 2, 2024, fully signed by the Board Chairperson and MOH/EO for the NBPSDHU and the Board Chairperson and MOH and/or CEO for the RCDHU.*
- *The NBPSDHU MOH/EO communicates this resolution to key stakeholders including the Ministry and the RCDHU Board Chair.*
- *The North Bay Parry Sound Health Unit MOH/EO and Board of Health Chairperson ensure timely reporting back to the Board on this matter at future meetings to enable subsequent Board engagement and direction.*
- *Once (and if) the Ministry of Health has provided information on the terms of approval of this merger, this Board will meet for deliberation and decision-making regarding whether to proceed with the intended merger.*

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	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

11.2 Appointment of Board of Health members to the Joint Merger Working Group

The following motion was read:

Board of Health Resolution #BOH/2024/03/06 *Still /Wolfe

Whereas, the Board of Health for the North Bay Parry Sound District Health Unit (NBPSDHU) has supported a motion to indicate their intention to proceed with an application to the Ministry of Health to merge with the Board of Health for the Renfrew County and District Health Unit (RCDHU); and

Whereas, a Joint Merger Working Group is needed to assist with the development of the voluntary merger business case to be submitted April 2, 2024 as well as continue to assist with transition activities after submission of the business case; and

Whereas, the Joint Merger Working Group will be dissolved on December 31, 2024; to be replaced by a new group, appointed by the Board of Health for the new Public Health Unit entity; and

Whereas, the membership of the Joint Merger Working Group will be two (2) members of the senior management team each from RCDHU and NBPSDHU and three (3) Board of Health members each from RCDHU and NBPSDHU, with the respective Board of Health Chairpersons, and two (2) Members At Large from each health unit; and

Whereas, the terms of reference for the Joint Merger Working Group will be approved by the Working Group and will be shared with the Boards of Health for both Health Units within five (5) business days of the Terms of Reference being approved;

Therefore Be It Resolved, that this Board appoint, in addition to the Board of Health Chairperson, Marianne Stickland and Jamie Lowery, to the membership of the Joint Merger Working Group; and

Furthermore Be it Resolved, that should a Member at Large from the North Bay Parry Sound District Board of Health at any time resign from the Joint Merger Working Group, that this Board appoint a new Member at Large within ten (10) business days of the receipt of the notice of resignation.

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	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

12.0 ADJOURNMENT

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 5.58 p.m.

Original signed by Rick Champagne *2024/04/17*

Chairperson/Vice-Chairperson Date (yyyy/mm/dd)

Original signed by Nelly Bothelo *2024/04/17*

Nelly Bothelo, Recorder Date (yyyy/mm/dd)