

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, April 24, 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

Dave Wolfe

Central Appointee

Sara Inch

Central Appointee

Jamie Lowery (*Vice-Chairperson*)

Central Appointee

Maurice Switzer

Eastern Appointee

Rick Champagne (*Chairperson*)

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

Central Appointee

Karen Cook

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer

Dr. Carol Zimbalatti

Executive Director, Finance

Isabel Churcher

Executive Assistant, Executive 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 at 5.51 p.m.

2.0 APROVAL OF THE AGENDA

The agenda for the April 24, 2024, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2024/04/01 *Still/Flowers

Be It Resolved, that the Board of Health Agenda, dated April 24, 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 McGarvey	R		
Karen Cook	R			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

4.1 Board of Health Minutes – April 17, 2024

The minutes from the Board of Health meeting held on April 17, 2024, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2024/04/02 *Restoule/Wolfe

Be It Resolved, that the minutes from the Board of Health meeting held on April 17, 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	R			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”

4.2. Board of Health In-Camera Minutes – April 17, 2024

The in-camera minutes from the Board of Health meeting held on April 17, 2024, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2024/04/03 *Wolfe/Inch

Be It Resolved, that the in-camera minutes from the Board of Health meeting on April 17, 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	R			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”

5.0 DATE OF NEXT MEETING

Date: June 26, 2024

Time: to be determined

Place: to be determined

6.0 BUSINESS ARISING

6.1 Adoption of Board Governance Documentation

The following motion was read:

Board of Health Resolution #BOH/2024/04/04 *Stickland/Sheppard

Whereas, on September 27, 2023, a presentation on a new governance documentation system was received and accepted and,

Whereas, a memo with attached Board of Health Bylaws, Governance Manual and Code of Conduct was distributed on February 23, 2024, for review,

Be it Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit approves the revised Bylaws as distributed.

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	R			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”

7.0 REPORT OF MEDICAL OFFICER OF HEALTH

The [Report of the Medical Officer of Health](#) for the April 24, 2024, meeting was presented to the Board of Health for information purposes.

Comments and questions were taken and answered.

8.0 BOARD COMMITTEE REPORT

8.1 Personnel Policy, Labour/Employee Relations Committee

The Personnel Policy, Labour/Employee Relations Committee meeting was held prior to the Board of Health meeting.

The following motion was read:

Board of Health Resolution #BOH/2024/04/05 *Inch/Sheppard

Whereas, Dr. Carol Zimbalatti was appointed as full-time Medical Officer of Health/Executive Officer for the North Bay Parry Sound District Health Unit by the Board of Health effective July 11, 2023, and

Whereas, The Board of Health is responsible for conducting a performance evaluation for the Medical Officer of Health/Executive Officer (MOH/EO) as outlined in section 4.1.4 q) of the Board of Health Policy B-G-008 – Roles and Responsibilities of the Board of Health and Individual Members of the Board of Health.

Therefore Be it Resolved, that on the recommendation of the Personnel Policy, Labour/Employee Relations Committee that the Board of Health approve the creation of the ad hoc committee of the Board of Health called “Medical Officer of Health Performance Evaluation

Committee” which is comprised of Chairperson, Board of Health (Ex-Officio); Chairperson, PPLER; and Executive Director, Human Resources.

Furthermore Be It Resolved, that on the recommendation of the Personnel Policy, Labour/Employee Relations Committee that the Board of Health approve remuneration for this activity in accordance with Board of Health policy #B-F-004 – Remuneration, Board of Health Members.

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	R			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”

8. 2 Finance and Property Committee

The Finance and Property Committee meeting was held prior to the Board of Health meeting.

The following motion was read:

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

Whereas, on June 25, 2008, the Board of Health for the North Bay Parry Sound District Health Unit approved a municipal reserve fund be established; and

Whereas, on September 26, 2012, the Board of Health by resolution removed the cap from the municipal reserve; and

Whereas, on April 24, 2024, the Finance and Property Committee of the Board of Health reviewed the North Bay Parry Sound District Health Unit draft annual audited financial statements for the year-ended December 31, 2023.

Now Therefore Be It Resolved, that on the recommendation of the Finance and Property Committee, that the Board of Health for the North Bay Parry Sound District Health Unit approve the transfer of funds from the Health Unit general account to the municipal reserve in the amount of \$77,211; and

Furthermore Be It Resolved, that the Board of Health approve the North Bay Parry Sound District Health Unit audited financial statements for the year-ended December 31, 2023; and

Furthermore, Be It Resolved, that the annual audited financial statements for the North Bay Parry Sound District Health Unit, which includes a note outlining the transactions of the municipal reserve fund for the year-ended December 31, 2023, be forwarded for member municipalities.

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	R			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”

9.0 CORRESPONDENCE

Board of Health correspondence listed for the April 24, 2024, meeting is made available for review by Board members in the Board of Health online portal.

10.0 NEW BUSINESS

10.1 Association of Local Public Health Agencies (alPHA) 2024 Annual General Meeting and Conference

Board members were provided with notice of the upcoming alPHA Annual General Meeting and Conference from June 5 to 7, 2024.

The following motion was read:

Board of Health Resolution #BOH/2023/04/07 *Still/Wolfe

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit authorizes 3 Board of Health member(s) to attend the Association of Local Public Health Agencies (alPHA) 2024 Annual General Meeting and Conference to be held June 5-7 at The Pantages Hotel, located at 200 Victoria Street in Toronto, ON; and

Furthermore Be It Resolved, that expenses related to attendance of the alPHA 2024 Annual General Meeting and Conference be paid in accordance with the Board of Health Remuneration Policy, #B-F-004.

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	R			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”

10.2 Restrict Youth Access to Nicotine Pouches

The following motion was read:

Board of Health Resolution #BOH/2023/04/08 *Inch/Restoule

Whereas, Health Canada approved Zonnic nicotine pouches as a smoking cessation aid under their Natural Health Products designation;

Whereas, nicotine pouch sales have no age restrictions and minimal advertising restrictions as they fall outside the scope of the federal Tobacco and Vaping Products Act;

Whereas, Imperial Tobacco, the makers of Zonnic, are using marketing tactics such as “Power Wall” displays in convenient stores, colorful packaging and fun flavors to attract youth;

Whereas, nicotine is highly addictive and can permanently impact the developing brain in youth and young adults;

Whereas, Zonnic is been sold throughout Ontario in various retail settings, and has been since October 2023.

Therefore be it resolved, that until the federal regulatory gap is closed the Board of Health urges the Ontario government to take immediate steps to restrict youth access to these products by amending provincial regulation to require that nicotine pouches, like Zonnic, be only available for purchase at pharmacies and kept behind the counter;

Further be it resolved, that until the regulatory gap is closed the Board of Health urges the federal government to take immediate steps to restrict youth access to these products by:

- a) Suspending the sale of nicotine pouches, or reclassifying nicotine pouches (including flavored pouches) as a prescription product available only behind the counter at pharmacies; and,
- b) establishing a temporary moratorium of approval of any more nicotine pouch products, or any new category of nicotine products, under the Natural Health Product Regulations, unless the products are sold on a prescription basis; and

Furthermore Be It Resolved, That the Board of Health provide correspondence of these resolutions to district municipalities, Ontario Boards of Health, Victor Fedeli, MPP (Nipissing), Graydon Smith, MPP (Parry Sound-Muskoka), John Vanthof, MPP (Timiskaming-Cochrane), the

Honourable Doug Ford (Premier), the Honourable Sylvia Jones (Ontario Minister of Health), the Association of Local Public Health Agencies (alPHA), Scott Aitchison, MP (Parry Sound – Muskoka), Anthony Rota, MP (Nipissing – Timiskaming), and the Honourable Mark Holland (Federal Minister of Health).

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	R			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”

10.3 Board of Health Self-Evaluation Survey

Dr. Carol Zimbalatti gave a brief introduction of the upcoming 2024 Board of Health Self-Evaluation Survey, which will be sent to all Board of Health members in April 2024.

10.4. Indigenous Engagement

Maurice Switzer discussed Indigenous engagement at the Health Unit. No motion was brought forward related to this agenda item.

Jamie McGarvey joined the meeting at 6.30 p.m.

11.0 IN CAMERA

There was no in camera session.

12.0 ADJOURNMENT

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 6.35 p.m.

Original Signed by Rick Champagne

2024/06/26

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original Signed by Sheri Beaulieu, for

2024/06/26

Nelly Bothelo, Recorder

Date (yyyy/mm/dd)