

A meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, January 28, 2026, 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	Jamie Lowery
Central Appointee	Sara Inch (<i>Vice-Chairperson</i>)
Central Appointee	Alex Scott
Central Appointee	Dave Wolfe
Eastern Appointee	Rick Champagne (<i>Chairperson</i>)
Western Appointee – Nipissing District	Jamie Restoule

Parry Sound District:

Southeastern Appointee	Marianne Stickland
Western Appointee	Jamie McGarvey
Public Appointees:	Tim Sheppard

REGRETS:

Central Appointee	Karen Cook
Northeastern Appointee	Blair Flowers

ALSO IN ATTENDANCE:

Executive Director, Corporate Services/Privacy Officer	Paul Massicotte
Executive Assistant, Directors' Offices	Christine Neily
Health Promotion Specialist, Foundational Services	Erin Reyce

Recorder

Executive Assistant, Office of the Medical Officer of Health	Ashley Lecappelain
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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.

Dr. Zimbalatti, called the Board of Health meeting to order at 5:27 p.m.

2.0 ELECTIONS

Nominations for the Chairperson and Vice-Chairperson positions were conducted electronically prior to the start of the Board of Health meeting.

2.1 Election of Chairperson

Dr. Zimbalatti opened the floor for further nominations. Having no further nominations the following motion was read:

Board of Health Resolution #BOH/2026/01/01 *Restoule/McGarvey

Be It Resolved, that Rick Champagne be elected Chairperson of the Board of Health for the year 2026.

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	X		
Karen Cook	R			Alex Scott	X		
Blair Flowers	R			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		
Jamie McGarvey	X						

“Carried”

2.2 Election of Vice-Chairperson

Rick Champagne assumed the role as Chairperson and opened the floor for further nominations for Vice-Chairperson.

Sara Inch and Jamie Lowery were nominated. Jamie Lowery declined the nomination and Sara Inch let her name stand.

Having no further nominations, the following motion was read:

Board of Health Resolution #BOH/2026/01/02 *Lowery/Wolfe

Be It Resolved, that Sara Inch be elected Vice-Chairperson of the Board of Health for the year 2026.

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	X		
Karen Cook	R			Alex Scott	X		
Blair Flowers	R			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		
Jamie McGarvey	X						

“Carried”

3.0 APPROVAL OF THE AGENDA

The agenda for the January 28, 2025, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2026/01/03 *Sheppard/Inch

Be It Resolved, that the Board of Health Agenda, dated January 28, 2026, 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 Restoule	X		
Karen Cook	R			Alex Scott	X		
Blair Flowers	R			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		
Jamie McGarvey	X						

“Carried”

4.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

5.0 APPROVAL OF PREVIOUS MINUTES

5.1 Board of Health Minutes – November 26, 2025

The minutes from the Board of Health meeting held on November 25, 2025, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2026/01/04 *Wolfe/McGarvey

Be It Resolved, that the minutes from the Board of Health meeting held on November 26, 2025, 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	X		
Karen Cook	R			Alex Scott	X		
Blair Flowers	R			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		
Jamie McGarvey	X						

“Carried”

5.2 Board of Health In-Camera Minutes – November 26, 2025

The in-camera minutes from the Board of Health meeting held on November 26, 2025, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2026/01/05 *Wolfe/Restoule

Be It Resolved, that the in-camera minutes from the Board of Health meeting held on November 26, 2025, 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	X		
Karen Cook	R			Alex Scott	X		
Blair Flowers	R			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		
Jamie McGarvey	X						

“Carried”

6.0 DATE OF THE NEXT MEETING

The proposed meeting schedule for 2026 was presented and the following motion was read:

Board of Health Resolution #BOH/2026/01/06 *Stickland/Scott

Be It Resolved, that in accordance with Board of Health Bylaw Section III, #51, the Board of Health approve the regular meeting schedule for the year 2026 as follows:

DATE	MEETING	TIME
January 28 <i>*This date is carried over from the 2025 approved schedule: for information only</i>	Board of Health Meeting	5 – 8 p.m.
February 25	Finance and Property Committee Board of Health	5 – 7 p.m.
April 22	Personnel Policy, Employee/Labour Relations Committee Finance and Property Committee Board of Health	5 – 7 p.m.
June 24	Finance and Property Committee Board of Health	5 – 7 p.m.
September 23	Personnel Policy, Employee/Labour Relations Committee Finance and Property Committee Board of Health	5 – 7 p.m.
October 7	Finance and Property Committee Board of Health	5 – 7 p.m.
January 27, 2027	Finance and Property Committee Board of Health	5 – 7 p.m.

And Furthermore Be It Resolved, that the Board of Health meetings are held at the North Bay Parry Sound District Health Unit, Main Office, North Bay, with the exception of one meeting that will be held at the Parry Sound Branch Office, if possible. The Parry Sound meeting date is scheduled for June 24, 2026.

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	X		
Karen Cook	R			Alex Scott	X		
Blair Flowers	R			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		
Jamie McGarvey	X						

“Carried”

7.0 APPOINTMENT OF STANDING COMMITTEES FOR 2026

The following motion was read:

Board of Health Resolution #BOH/2026/01/07 *Lowery/McGarvey

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit approves the appointment of the following Board of Health Standing Committees for 2026:

- 1. A **Finance and Property Committee** comprised of all Board members to deal with matters of finance, banking, insurance, property, and financial policies of the Board of Health; and*
- 2. 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 of the Board 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 Restoule	X		
Karen Cook	R			Alex Scott	X		
Blair Flowers	R			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		
Jamie McGarvey	X						

“Carried”

8.0 APPOINTMENT OF SIGNING OFFICERS FOR 2026

The following motion was read:

Board of Health Resolution #BOH/2026/01/08 *Sheppard/Scott

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit approve the signing officers for the year 2026 as follows:

<i>Board of Health Chairperson</i>	<i>Rick Champagne</i>
<i>Board of Health Vice-Chairperson</i>	<i>Sara Inch</i>
<i>Medical Officer of Health/Executive Officer</i>	<i>Dr. Carol Zimbalatti</i>
<i>Executive Director, Organizational Effectiveness</i>	<i>Chris Bowes</i>
<i>Executive Director, Community Services</i>	<i>Louise Gagné</i>
<i>Manager, Finance</i>	<i>Kimberly Gervais</i>
<i>Executive Director, Clinical Services and Chief Nursing Officer</i>	<i>Shannon Mantha</i>
<i>Executive Director, Corporate Services and Privacy Officer</i>	<i>Paul Massicotte</i>

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	X		
Karen Cook	R			Alex Scott	X		
Blair Flowers	R			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		
Jamie McGarvey	X						

“Carried”

9.0 APPOINTMENT OF LEGAL ADVISORS FOR 2026

Jamie Lowery declared a conflict of interest and abstained from voting.

The following motion was read:

Board of Health Resolution #BOH/2026/01/09 *Restoule/Sheppard

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit approve appointment of the following legal advisors for the year 2026:

Corporate Legal Advisors:

- The Corporation of the City of North Bay
- Lucenti Orlando Professional Corporation

Enforcement Legal Advisors:

- Joseph D. Kennedy B.A., LL.B., C.S.
- The Corporation of the City of North Bay

Health Protection and Promotion Act (HPPA) Legal Advisors:

- Joseph D. Kennedy B.A., LL.B., C.S.
- Larmer Jackson

Labour Relations Legal Advisors:

- Fillion Wakely Thorup Angeletti LLP

and,

Furthermore Be It Resolved, that the North Bay Parry Sound District Health Unit may use additional legal advisors as directed by the Medical Officer of Health/Executive Officer, and approved by resolution at the next regular Board of Health meeting.

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	X		
Karen Cook	R			Alex Scott	X		
Blair Flowers	R			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery			X	Dave Wolfe	X		
Jamie McGarvey	X						

“Carried”

10.0 BUSINESS ARISING

10.1 Vaccine Refrigerator Procurement and Disposal

The briefing note was presented to the Board of Health for information purposes.

11.0 REPORT OF MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health dated January 28, 2026, was presented to the Board of Health for information purposes.

Questions and comments were received and addressed.

12.0 BOARD COMMITTEE REPORTS

12.1 Finance and Property Committee

The following motion was read:

Board of Health Resolution #BOH/2026/01/10 *Inch/Sheppard

Be It Resolved, that on recommendation of the Finance and Property Committee the Board of Health for the North Bay Parry Sound District Health Unit approves the 2026 Board of Health Public Health Budget, 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	X		
Karen Cook	R			Alex Scott	X		
Blair Flowers	R			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		
Jamie McGarvey	X						

“Carried”

13.0 CORRESPONDENCE

Board of Health correspondence listed for the January 28, 2026, meeting is made available for review by Board members in the Board of Health online portal.

14.0 NEW BUSINESS

14.1 Corporate Sponsorships and Donations 2025 – Report to the Board

The report for 2025 corporate sponsorships was provided to the Board for information purposes.

14.2 Requests for Proposal 2025 – Report to the Board

The report for 2025 requests for proposal was provided to the Board for information purposes.

14.3 Association of Local Public Health Agencies (alPHA) 2026 Winter Symposium Registration

Notice of the 2026 alPHA Winter Symposium was provided. The following motion was read:

Board of Health Resolution #BOH/2026/01/11 *Scott/Restoule

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit authorizes two Board of Health member(s) to attend the Association of Local Public Health Agencies (alPHA) 2026 Winter Symposium, to be held virtually on February 11-13, 2026; and

Furthermore Be It Resolved, that expenses related to attendance of the alPHA 2026 Winter Symposium be paid in accordance with Board of Health Bylaws Section VI, #79, Remuneration; and

Be It Further Resolved, that the attending Board Member(s) be required to provide a summary of the symposium to the Board of Health at a subsequent meeting.

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	X		
Karen Cook	R			Alex Scott	X		
Blair Flowers	R			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		
Jamie McGarvey	X						

“Carried”

14.4 Quality Issue Report 2025 – Report to the Board

The year-end quality issue report for 2025 was provided to the Board for information purposes.

Erin Reyce joined the Board of Health meeting at 5:58 p.m.

14.5 Food and Housing Affordability – Presentation

Erin Reyce presented to the Board of Health regarding food and housing affordability data in the Nipissing and Parry Sound District.

Questions and comments were received and addressed.

Erin Reyce left the Board of Health meeting at 6:49 p.m.

The following amended motion was read.

Board of Health Resolution #BOH/2026/01/12 *Stickland/McGarvey

Whereas, the Ontario Public Health Standards require public health agencies to monitor food affordability, and assess and report on the health of local populations, describing the existence and impact of health inequities including housing and food insecurity; and

Whereas, income is an important social determinant of health that greatly impacts a household's ability to pay for the basic costs of living, including housing and food; and

Whereas, food insecurity and housing insecurity have detrimental impacts on physical and mental health; and

Whereas, the 2025 North Bay Parry Sound food affordability results show that households with social assistance as their main income do not have enough money for the costs of living; and

Therefore Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit continues to support in principle the efforts of staff to monitor, raise awareness about, and work to reduce health inequities including poverty, homelessness, and household food insecurity; and

Furthermore Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit calls on the Province of Ontario to strengthen social assistance by increasing OW and ODSP rates to reflect the costs of living, and index Ontario Works rates to inflation as part of the 2026 Ontario budget; and

Furthermore Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit 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 Michael Parsa (Minister of Children, Community and Social Services), the Honourable Sylvia Jones (Minister of Health), the Association of Local Public Health Agencies (aLPHa), Pauline Rochefort, MP (Nipissing-Timiskaming), Scott Aitchison, MP (Parry Sound-Muskoka), District of Parry Sound Social Services Administration Board (DSSAB), District of Nipissing Social Services Administration Board (DNSSAB), Association of Municipalities of Ontario (AMO), The Federation of Northern Ontario Municipalities (FONOM), and Council of Medical Officers of Health (COMOH).

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	X		
Karen Cook	R			Alex Scott	X		
Blair Flowers	R			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		
Jamie McGarvey	X						

“Amended motion Carried”

15.0 IN CAMERA

There was no in camera session.

16.0 ADJOURNMENT

Having no further business, Rick Champagne, Board of Health Chairperson adjourned the Board of Health meeting at 6:52 p.m.

Original Signed by Rick Champagne	2026/02/25
_____ Chairperson/Vice-Chairperson	Date (yyyy/mm/dd)
Original Signed by Ashley Lecappelain	2026/02/25
_____ Ashley Lecappelain, Recorder	Date (yyyy/mm/dd)