

**NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT  
FINANCE AND PROPERTY COMMITTEE OF THE BOARD OF HEALTH  
MINUTES – FINANCE AND PROPERTY COMMITTEE, February 25, 2026  
345 Oak Street West, Nipissing Room, North Bay, Ontario**

**PRESENT:**

**Nipissing District:**

Central Appointee	Karen Cook ( <i>Vice-Chairperson</i> )
Central Appointee	Dave Wolfe
Eastern Appointee	Rick Champagne
Western Appointee – Nipissing District	Jamie Restoule

**Parry Sound District:**

Northeastern Appointee	Blair Flowers
Southeastern Appointee	Marianne Stickland
Western Appointee	Jamie McGarvey
<b>Public Appointees:</b>	Tim Sheppard

**REGRETS:**

Central Appointee	Jamie Lowery
Central Appointee	Sara Inch ( <i>Chairperson</i> )
Central Appointee	Alex Scott

**ALSO IN ATTENDANCE:**

Lead Audit Partner, KPMG	Derek D’Angelo
Senior Manager, KPMG	Sara Lingenfelter
Executive Director, Corporate Services/Privacy Officer	Paul Massicotte
Executive Assistant, Directors’ Offices	Christine Neily

**Recorder**

Executive Assistant, Office of the Medical Officer of Health	Ashley Lecappelain
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**1.0 CALL TO ORDER**

The Finance and Property Committee members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference.

Karen Cook, Finance and Property Committee Vice-Chairperson called the Finance and Property Committee meeting to order at 5:00 p.m.

## 2.0 LAND ACKNOWLEDGEMENT

The land acknowledgement was provided by Dr. Carol Zimbalatti.

## 3.0 APPROVAL OF AGENDA

The agenda for February 25, 2026, Finance and Property Committee meeting was reviewed, and the following motion was read:

### **Finance and Property Recommendation #FP/2026/02/01 \*Champagne/Sheppard**

***Be It Resolved***, that the Finance and Property Committee agenda dated February 25, 2026, be approved.

The recorded vote was as follows:

#### RECORDED VOTE FOR CIRCULATION:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Alex Scott	R		
Blair Flowers	X			Tim Sheppard	X		
Sara Inch	R			Marianne Stickland	X		
Jamie Lowery	A			Dave Wolfe	X		
Jamie McGarvey	X						

*“Carried”*

## 4.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

## 5.0 PRESENTATION: AUDIT PLANNING REPORT

Derek D’Angelo and Sara Lingenfelter from KPMG LLP joined the meeting at 5:03 p.m. to provide a presentation to Finance and Property Committee members related to the upcoming audit for the year 2025.

Questions were addressed following the presentation.

Derek D’Angelo and Sara Lingenfelter left the meeting at 5:20 p.m.

## 6.0 APPROVAL OF PREVIOUS MINUTES

### 6.1 Finance and Property committee Minutes – January 28, 2026

The minutes from the Finance and Property Committee meeting held on January 28, 2026, were reviewed and the following motion was read:

#### **Finance and Property Recommendation #FP/2026/02/02 \*Wolfe/Restoule**

***Be It Resolved***, that the minutes from the Finance and Property Committee meeting held on January 28, 2026, be approved as presented.

The recorded vote was as follows:

#### RECORDED VOTE FOR CIRCULATION:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Alex Scott	R		
Blair Flowers	X			Tim Sheppard	X		
Sara Inch	R			Marianne Stickland	X		
Jamie Lowery	A			Dave Wolfe	X		
Jamie McGarvey	X						

*“Carried”*

## 7.0 DATE OF NEXT MEETING

Date: April 22, 2026

Time: To be determined

Location: Nipissing Room, North Bay Office

## 8.0 BUSINESS ARISING

There was nothing brought forward under Business Arising.

## 9.0 NEW BUSINESS

### 9.1 Fourth Quarter Financial Statements

The fourth quarter financial statements were provided to the Board of Health for information purposes.

### 9.2 Fourth Quarter Medical Officer of Health Expenses

The fourth quarter expenses of the Medical Officer of Health/Executive Officer were provided to the Board of Health for information purposes.

### **9.3 Fourth Quarter Board of Health Expenses**

The fourth quarter expenses of the Board of Health were provided to the Board of Health for information purposes.

### **10.0 IN CAMERA**

There was nothing brought forward requiring a closed session.

### **11.0 ADJOURNMENT**

Having no further business, Karen Cook, the Finance and Property Committee Vice-Chairperson adjourned the meeting at 5:21 p.m.

Original Signed by Rick Champagne	2026/04/22
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Chairperson/Vice-Chairperson	Date (yyyy/mm/dd)
Original Signed by Ashley Lecappelain	2026/04/22
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Ashley Lecappelain, Recorder	Date (yyyy/mm/dd)