

**NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT
FINANCE AND PROPERTY COMMITTEE OF THE BOARD OF HEALTH
MINUTES – JANUARY 26, 2022**

Video conferenced from 345 Oak Street West, Nipissing Room, North Bay, Ontario

PRESENT:

Nipissing District:

Central Appointee	Dave Butti
Central Appointee	Nancy Jacko
Central Appointee	Stuart Kidd
Central Appointee	Scott Robertson
Central Appointee	Tanya Vrebosch
Western Appointee	Dan Roveda

Parry Sound District:

North Eastern Appointee	Blair Flowers
South Eastern Appointee	Marianne Stickland
Western Appointee	Jamie McGarvey
Public Appointees:	Gary Guenther

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer	Dr. Chirico
Public Health Physician	Dr. Zimbalatti
Executive Director, Finance	Isabel Churcher

REGRETS:

Eastern Appointee	Dean Backer
-------------------	-------------

RECORDER:

Management Administrative Assistant	Sheri Beaulieu
-------------------------------------	----------------

1.0 CALL TO ORDER

In keeping with public health measures related to the COVID-19 pandemic, Finance and Property Committee members joined the meeting via Teams video conference. Live streaming of the meeting was available to the public through a link provided on the Health Unit's website.

Dr. Chirico called the January 26, 2022, Finance and Property Committee meeting to order at 5:01 p.m.

2.0 ELECTIONS

Nominations for the Chairperson and Vice-Chairperson of the Finance and Property Committee were conducted electronically prior to the start of the Finance and Property Committee meeting.

2.1 Election of Chairperson

The following motion was read:

Finance and Property Recommendation #FP/2022/01/01 *Guenther/Butti

Be It Resolved, that Dan Roveda be elected Chairperson of the Finance and Property Committee for the North Bay Parry Sound District Health Unit for the year 2022.

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	R			Jamie McGarvey	R		
Dave Butti	X			Scott Robertson	X		
Blair Flowers	X			Dan Roveda	X		
Gary Guenther	X			Marianne Stickland	X		
Nancy Jacko	X			Tanya Vrebosch	X		
Stuart Kidd	X						

“Carried”

Dan Roveda assumed the Chairperson position.

2.2 Election of Vice-Chairperson

The following motion was read:

Finance and Property Recommendation #FP/2022/01/02 *Stickland/Butti

Be It Resolved, that Scott Robertson be elected Vice-Chairperson of the Finance and Property Committee for the North Bay Parry Sound District Health Unit for the year 2022.

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	R			Jamie McGarvey	R		
Dave Butti	X			Scott Robertson	X		
Blair Flowers	X			Dan Roveda	X		
Gary Guenther	X			Marianne Stickland	X		
Nancy Jacko	X			Tanya Vrebosch	X		
Stuart Kidd	X						

“Carried”

3.0 APPROVAL OF THE AGENDA

The following motion regarding the January 26, 2022, Finance and Property Committee agenda was read:

Finance and Property Recommendation #FP/2022/01/03 *Butti/Robertson

Be It Resolved, that the Finance and Property Committee agenda, dated January 26, 2022, be approved.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	R			Jamie McGarvey	R		
Dave Butti	X			Scott Robertson	X		
Blair Flowers	X			Dan Roveda	X		
Gary Guenther	X			Marianne Stickland	X		
Nancy Jacko	X			Tanya Vrebosch	X		
Stuart Kidd	X						

“Carried”

4.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

5.0 APPROVAL OF PREVIOUS MINUTES

5.1 Finance and Property Committee Minutes – October 27, 2021

The minutes from the October 27, 2021, Finance and Property Committee meeting were presented.

The following motion was read:

Finance and Property Recommendation #FP/2022/01/04 *Jacko/Vrebosch

Be It Resolved, that the minutes from the Finance and Property Committee meeting held on October 27, 2021, be approved as presented.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	R			Jamie McGarvey	R		
Dave Butti	X			Scott Robertson	X		

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Blair Flowers	X			Dan Roveda	X		
Gary Guenther	X			Marianne Stickland	X		
Nancy Jacko	X			Tanya Vrebosch	X		
Stuart Kidd	X						

“Carried”

5.2 Finance and Property Committee In Camera Minutes – October 27, 2021

The minutes from the October 27, 2021, Finance and Property Committee In Camera meeting were presented.

The following motion was read:

Finance and Property Recommendation #FP/2022/01/05 *Stickland/Kidd

Be It Resolved, that the minutes from the Finance and Property Committee in camera meeting held on October 27, 2021, be approved as presented.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	R			Jamie McGarvey	R		
Dave Butti	X			Scott Robertson	X		
Blair Flowers	X			Dan Roveda	X		
Gary Guenther	X			Marianne Stickland	X		
Nancy Jacko	X			Tanya Vrebosch	X		
Stuart Kidd	X						

“Carried”

6.0 DATE OF NEXT MEETING

Date: To be determined

Time: To be determined

Location: To be determined

7.0 BUSINESS ARISING

There were no agenda items under Business Arising.

8.0 IN CAMERA

8.1 Labour Relations or Employee Negotiations

The following motion was read:

Finance and Property Recommendation #FP/2022/01/06 *Kidd/Jacko

Be It Resolved, that the Finance and Property Committee move in camera at 5:07 p.m. to discuss Agenda Item #8.1, Labour Relations or Employee Negotiations.

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	R			Jamie McGarvey	R		
Dave Butti	X			Scott Robertson	X		
Blair Flowers	X			Dan Roveda	X		
Gary Guenther	X			Marianne Stickland	X		
Nancy Jacko	X			Tanya Vrebosch	X		
Stuart Kidd	X						

“Carried”

Upon completion of the in camera session, the following motion was read:

Finance and Property Recommendation #FP/2022/01/07 *Vrebosch/Stickland

Be It Resolved, that the Finance and Property Committee rise and report at 5:28 p.m.

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	R			Jamie McGarvey	X		
Dave Butti	X			Scott Robertson	X		
Blair Flowers	X			Dan Roveda	X		
Gary Guenther	X			Marianne Stickland	X		
Nancy Jacko	X			Tanya Vrebosch	X		
Stuart Kidd	X						

“Carried”

A closed meeting was held to consider a matter related to labour relations or employee negotiations. There was nothing further to report following the closed meeting.

9.0 NEW BUSINESS

9.1 Operational Plan and Financial Budget Proposal, 2022

The Health Unit’s Operational Plan and Financial Budget Proposal for 2022 was reviewed, with various highlights noted.

Questions from the Finance and Property Committee members were addressed.

The following motion was read:

Finance and Property Recommendation #FP/2022/01/08 *Robertson/McGarvey

Be It Resolved, that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve the 2022 Board of Health Public Health Budget, as presented, with a total sharable base of \$22,309,044.

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	R			Jamie McGarvey	X		
Dave Butti	X			Scott Robertson	X		
Blair Flowers	X			Dan Roveda	X		
Gary Guenther	X			Marianne Stickland	X		
Nancy Jacko	X			Tanya Vrebosch	X		
Stuart Kidd	X						

“Carried”

9.2 Lending Agreement

A briefing note regarding the Health Unit’s lending agreement was brought forward for review and approval by Finance and Property Committee members.

The following motion was read:

Finance and Property Recommendation #FP/2022/01/09 *Vrebosch/Jacko

Whereas, the North Bay Parry Sound District Health Unit (Health Unit) has a current Credit Facility with the Royal Bank of Canada (RBC) in the amount of \$500,000 for overdraft protection and loan purposes; and

Whereas, the Credit Facility was approved by the Board of Health for the Health Unit on April 23, 2014, and amended on December 23, 2015; and

Whereas, the temporary lending agreement approved by the Board of Health on June 23, 2021, has expired; and

Whereas, the Health Unit is incurring unusual costs as a result of the COVID-19 immunization strategy and is experiencing cash flow shortages; and

Whereas, the Health Unit will apply for additional one-time funding for the costs related to the COVID-19 immunization strategy to the Ministry of Health (Ministry); and

Whereas, the RBC has agreed to offer the Health Unit a Permanent Lending Agreement for an additional \$1,500,000 under the current Credit Facility, at the same interest rate.

Therefore Be It Resolved, that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve the Permanent Lending Agreement increase of \$1,500,000 with RBC; and

Furthermore Be It Resolved, that the Finance and Property Committee recommends that Board of Health approve the use of the collateral mortgage in support of the line of credit.

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	R			Jamie McGarvey	X		
Dave Butti	X			Scott Robertson	X		
Blair Flowers	X			Dan Roveda	X		
Gary Guenther	X			Marianne Stickland	X		
Nancy Jacko	X			Tanya Vrebosch	X		
Stuart Kidd	X						

“Carried”

10.0 ADJOURNMENT

Having no further business, the Chairperson adjourned the Finance and Property Committee meeting at 5:42 p.m.

Original Signed by Dan Roveda

2022/04/27

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original Signed by Sheri Beaulieu

2022/04/27

Sheri Beaulieu, Recorder

Date (yyyy/mm/dd)