

**NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT
FINANCE AND PROPERTY COMMITTEE OF THE BOARD OF HEALTH
MINUTES – FINANCE AND PROPERTY COMMITTEE, January 28, 2026
345 Oak Street West, Nipissing Room, North Bay, Ontario**

PRESENT:

Nipissing District:

Central Appointee	Jamie Lowery
Central Appointee	Sara Inch (<i>Chairperson</i>)
Central Appointee	Alex Scott
Central Appointee	Dave Wolfe
Eastern Appointee	Rick Champagne
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 (<i>Vice-Chairperson</i>)
Northeastern Appointee	Blair Flowers

ALSO IN ATTENDANCE:

Executive Director, Organizational Effectiveness	Chris Bowes
Executive Director, Community Services	Louise Gagné
Executive Director, Clinical Services/Chief Nursing Officer	Shannon Mantha
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
--	--------------------

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.

Dr. Zimbalatti, called the Finance and Property Committee meeting to order at 5:04 p.m.

2.0 LAND ACKNOWLEDGEMENT

The land acknowledgement was provided by Sara Inch.

3.0 ELECTIONS

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

3.1 Election of Chairperson

Dave Wolfe and Sara Inch were nominated.

Dave Wolfe declined the nomination and Sara Inch let her name stand.

Dr. Zimbalatti opened the floor for further nominations.

Having no further nominations, the following motion was read:

Finance and Property Recommendation #FP/2026/01/01 *Wolfe/Lowery

Be It Resolved, that Sara Inch be elected Chairperson of the Finance and Property Committee 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”

3.2 Election of Vice-Chairperson

Sara Inch assumed the role of Chairperson and opened the floor for further nominations for Vice-Chairperson. Karen Cook was nominated and let her name stand prior to the meeting.

Having no further nominations, the following motion was read:

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

Be It Resolved, that Karen Cook be elected Vice-Chairperson of the Finance and Property Committee 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”

4.0 APPROVAL OF AGENDA

The agenda for January 28, 2026, Finance and Property Committee meeting was reviewed, and the following motion was read:

Finance and Property Recommendation #FP/2026/01/03 *Restoule/McGarvey

Be It Resolved, that the Finance and Property Committee 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”

5.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

6.0 APPROVAL OF PREVIOUS MINUTES

6.1 Finance and Property committee Minutes – June 25, 2025

The minutes from the Finance and Property Committee meeting held on June 25, 2025, were reviewed and the following motion was read:

Finance and Property Recommendation #FP/2026/01/04 *Wolfe/Sheppard

Be It Resolved, that the minutes from the Finance and Property Committee meeting held on June 25, 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”

7.0 DATE OF NEXT MEETING

Date: To be determined

Time: To be determined

Location: To be determined

8.0 BUSINESS ARISING

There was nothing brought forward under Business Arising.

9.0 NEW BUSINESS

9.1 Operational Plan and Financial Budget Proposal, 2026

The Health Unit's Operational Plan and Financial Budget Proposal for 2026 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/2026/01/05 *Champagne/Wolfe

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 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”

10.0 IN CAMERA

There was nothing brought forward requiring a closed session.

11.0 ADJOURNMENT

Having no further business, Sarah Inch, the Finance and Property Committee Chairperson adjourned the meeting at 5:26 p.m.

Original Signed by Karen Cook	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)