

A meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, April 22, 2026. 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	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:**

Northeastern Appointee	Blair Flowers
Southeastern Appointee	Marianne Stickland
Western Appointee	Jamie McGarvey

**Public Appointees:**

Tim Sheppard

**REGRETS:**

Central Appointee	Karen Cook
Central Appointee	Jamie Lowery

**ALSO IN ATTENDANCE:**

Executive Director, Organizational Effectiveness	Chris Bowes
Public Health Inspector, Communicable Disease Control	Kara Burnett
Executive Director, Community Services	Louise Gagné
Manager, Foundational Services	Danielle Hunter
Epidemiologist, Foundational Services	Dinna Lozano
Executive Director, Clinical Services/Chief Nursing Officer	Shannon Mantha
Executive Director, Corporate Services/Privacy Officer	Paul Massicotte
Community Health Promoter, Sexual Health	Taylor Matson
Executive Assistant, Director's Office	Christine Neily
Manager, Quality, Practice, and Relations	Terry Smith

**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. Rick Champagne, Board of Health Chairperson called the Board of Health meeting to order at 5:23 p.m.

## 2.0 APPROVAL OF AGENDA

The agenda for the April 22, 2026, Board of Health meeting was reviewed, and the following motions were read:

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

*Be It Resolved, that the Board of Health Agenda, dated April 22, 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	R			Alex Scott	X		
Blair Flowers	X			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery	R			Dave Wolfe	X		
Jamie McGarvey	X						

*“Carried”*

## 3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

## 4.0 PRESENTATIONS: NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT STRATEGIC PLAN UPDATES

Kara Burnett, Terry Smith, Dinna Lozano, Taylor Matson, Chris Bowes, and Danielle Hunter presented an update on the 2024–2027 Strategic Plan. The presentation highlighted implementation progress and strategy spotlights related to:

- **Priority 1, Strategy 1:** Establish Pathways Alongside Employees for their Growth and Development.
- **Priority 2, Strategy 1:** Strengthen Organizational and Public Understanding of Discrimination, Racism, and Racial Equity as Public Health Issues.
- **Priority 3, Strategy 1:** Ground Actions and Relationships in our Vision, Mission, and Values.

Questions and comments were received and addressed.

*Kara Burnett, Terry Smith, Dinna Lozano, Taylor Matson, Chris Bowes, Danielle Hunter, Shannon Mantha, and Louise Gagné left the Board of Health meeting at 5:56 p.m.*

## 5.0 APPROVAL OF PREVIOUS MINUTES

### 5.1 Board of Health Minutes – February 25, 2026

The minutes from the Board of Health meeting held on February 25, 2026, were reviewed and the following motion was read.

#### **Board of Health Resolution #BOH/2026/04/02 \*McGarvey/Restoule**

*Be It Resolved, that the minutes from the Board of Health meeting held on February 25, 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	R			Alex Scott	X		
Blair Flowers	X			Tim Sheppard	X		
Sara Inch	X			Marianne Stickland	X		
Jamie Lowery	R			Dave Wolfe	X		
Jamie McGarvey	X						

*“Carried”*

### 5.2 Board of Health In-Camera Minutes – February 25, 2026

The In Camera minutes from the Board of Health meeting held on February 25, 2026, were reviewed and the following motion was read.

#### **Board of Health Resolution #BOH/2026/04/03 \*Inch/Flowers**

*Be It Resolved, that the in-camera minutes from the Board of Health meeting held on February 25, 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	R	Alex Scott	X
Blair Flowers	X	Tim Sheppard	X
Sara Inch	X	Marianne Stickland	X
Jamie Lowery	R	Dave Wolfe	X
Jamie McGarvey	X		

“Carried”

## 6.0 DATE OF NEXT MEETING

**Date:** June 24, 2026

**Time:** to be determined

**Place:** Georgian Room, Parry Sound Office

## 7.0 BUSINESS ARISING

There was nothing noted to bring forward under Business Arising.

## 8.0 REPORT OF MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health dated April 22, 2026, was presented to the Board of Health for information purposes.

Questions and comments were received and addressed.

## 9.0 BOARD COMMITTEE REPORTS

### 9.1 Finance and Property Committee

#### **Board of Health Resolution #BOH/2026/04/04 \*Scott/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 22, 2026, 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, 2025.*

***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 \$265,474; and*

***Furthermore Be It Resolved***, that on the recommendation of the Finance and Property Committee that the Board of Health approve the North Bay Parry Sound District Health Unit audited financial statements for the year-ended December 31, 2025; 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, 2025, be sent to member municipalities.

The recorded vote was as follows:

**RECORDED VOTE FOR CIRCULATION:**

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

*“Carried”*

**10.0 CORRESPONDENCE**

Board of Health correspondence listed for the April 22, 2026, meeting is made available for review by Board members in the Board of Health online portal.

**11.0 NEW BUSINESS**

There was nothing noted to bring forward under New Business.

**12.0 IN CAMERA**

There was nothing noted to bring forward under In-Camera.

**13.0 ADJOURNMENT**

Having no further business, Rick Champagne the Board of Health Chairperson adjourned the Board of Health meeting at 6:07 p.m.

Original signed by Rick Champagne

2026/06/24

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Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original signed by Ashley Lecappelain

2026/06/24

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Ashley Lecappelain, Recorder

Date (yyyy/mm/dd)