A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, August 16, 2023, 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	Karen Cook
Central Appointee	Jamie Lowery
Central Appointee	Dave Wolfe
Eastern Appointee	Rick Champagne *(Chairperson)*
Central Appointee	Maurice Switzer
Western Appointee	Jamie Restoule
Parry Sound District:	
Northeastern Appointee	Blair Flowers
Western Appointee	Jamie McGarvey *(Vice-Chairperson)*
Public Appointees:	Tim Sheppard

ALSO IN ATTENDANCE:

Acting Medical Officer of Health/Executive Officer	Dr. Carol Zimbalatti
Executive Director, Human Resources	Josée Goulet
Management Administrative Assistant	Shelly Maki

REGRETS:

Central Appointee	Sara Inch
Southeastern Appointee	Marianne Stickland

RECORDER:

Executive Assistant, Office of the MOH/EO	Nelly Bothelo

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 meeting to order at 5:56 p.m.

2.0 APROVAL OF THE AGENDA

The agenda for the August 16, 2023, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2023/08/01 *Wolfe/Flowers

***Be It Resolved**, that the Board of Health Agenda, dated June 28, 2023, 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 McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	A		
Tim Sheppard	X			Maurice Switzer	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						

"Carried"

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 APPROVAL OF PREVIOUS MINUTES

4.1 Board of Health Minutes – June 28, 2023

The minutes from the Board of Health meeting held on June 28, 2023, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2023/08/02 *Lowery/Sheppard

***Be It Resolved**, that the minutes from the Board of Health meeting held on June 28, 2023, 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 McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	A		
Tim Sheppard	X			Maurice Switzer	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						

"Carried"

5.0 DATE OF NEXT MEETING

Date: September 27, 2023
Time: To be determined
Location: To be determined

6.0 BUSINESS ARISING

7.0 REPORT OF THE MEDICAL OFFICER OF HEALTH

8.0 BOARD COMMITTEE REPORTS

8.1 PERSONNEL POLICY, LABOUR/EMPLOYEE RELATIONS COMMITTEE

A Personnel Policy, Labour/Employee Relations Committee meeting was held prior to the Board of Health meeting.

The following motion was read:

Board of Health Resolution #BOH/2023/08/03 *Wolfe/Lowery

Whereas, *Dr. Carol Zimbalatti was appointed as full-time Medical Officer of Health/Executive Officer for the North Bay Parry Sound District Health Unit by the Board of Health at the Board of Health meeting held on April 26, 2023, and*

Whereas, *An Employment Contract needs to be negotiated between the Health Unit and Dr. Carol Zimbalatti in the position of Medical Officer of Health/Executive Officer, and*

Whereas, *The ad hoc committee of the Board of Health called "Employment Contract Negotiations - Medical Officer of Health/Executive Officer" was created to negotiate an Employment Contract between the Health Unit and Dr. Carol Zimbalatti.*

Therefore Be it Resolved, *That the Board of Health approves the Employment Contract between the Health Unit and Dr. Carol Zimbalatti including an amendment in Article 18.*

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

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

"Carried"

9.0 NEW BUSINESS

Rick Champagne, Board of Health Chairperson, addressed some housekeeping issues related to Board of Health meetings and information packages.

9.1 Revisions were required to the 2023 Board of Health meeting schedule.

The following motion was read:

Board of Health Resolution #BOH/2023/08/04 *Sheppard/Flowers

Whereas, *that in accordance with Board of Health Bylaw Section II, #18, the Board of Health approved the regular meeting schedule for the year 2023, at the January 25, 2023, Board meeting, and subsequently revised at the August 16, 2023, Board of Health meeting; and*

Whereas, *revisions to the previously approved Board of Health meeting scheduled were required as follows:*

DATE	*MEETING*	*TIME*
January 25 **This date is carried over from the 2022 approved schedule: for information only*	*Finance and Property Committee* *Board of Health Meeting*	*5 – 7 p.m.*
February 22	*Finance and Property Committee* *Board of Health*	*5 – 7 p.m.*
April 26	*Personnel Policy, Employee/Labour Relations Committee* *Finance and Property Committee* *Board of Health*	*5 – 7 p.m.*
June 28	*Personnel Policy, Labour/Employee Relations Committee* *Finance and Property Committee* *Board of Health*	*5 – 7 p.m.*
August 16	*Personnel Policy, Labour/Employee Relations Committee*	*5 – 7 p.m.*

DATE	*MEETING*	*TIME*
	Board of Health	
September 27	*Finance and Property Committee* *Board of Health*	*5 – 7 p.m.*
November 22	*Board of Health*	*5 – 7 p.m.*
November 29	*Finance and Property Committee* *Board of Health*	*5 – 7 p.m.*
January 24, 2024	*Finance and Property Committee* *Board of Health*	*5 – 7 p.m.*

Now Therefore Be It Resolved, *that in accordance with Section 18 of the Board of Health Bylaws that the Board of Health for the North Bay Parry Sound District Health Unit approve revisions to the 2023 Board of Health meeting schedule, as presented.*

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

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

"Carried"

10.0 IN CAMERA

10.1 Litigation or potential litigation, including matter before administrative- tribunals, affecting the Board

The following motion was read:

Board of Health Resolution #BOH/2023/08/05 *Wolfe/Restoule

Be It Resolved*, that the Board of Health move in camera at 6:05 p.m. to discuss agenda item # 10.1, Litigation or potential litigation, including matter before administrative- tribunals, affecting the Board*

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

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

"Carried"

At the end of the closed session, the following motion was read:

Board of Health Resolution #BOH/2023/08/06 *Cook/Sheppard

***Be It Resolved**, that, that the Board of Health rise and report at 6:13 p.m.*

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 McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	A		
Tim Sheppard	X			Maurice Switzer	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						

"Carried"

11.0 ADJOURMENT

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 6:15 p.m.

Originally signed by Rick Champagne *2023-09-27*

Chairperson/Vice-Chairperson Date (yyyy/mm/dd)

Originally signed by Nelly Bothelo *2023-09-27*

Nelly Bothelo, Recorder Date (yyyy/mm/dd)