

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, September 27, 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 Appointees

Karen Cook

Sara Inch

Maurice Switzer

Eastern Appointee

Rick Champagne (*Chairperson*)

Western Appointee

Jamie Restoule

**Parry Sound District:**

Northeastern Appointee

Blair Flowers

Southeastern Appointee

Marianne Stickland

Western Appointee

Jamie McGarvey (*Vice-Chairperson*)

**Public Appointees:**

Tim Sheppard

Catherine Still

**Acting Medical Officer of Health/Executive Officer**

Dr. Carol Zimbalatti

**Also Attending by Invitation**

Management Administrative Assistant, Quality Assurance

Shelly Maki

Executive Director, Community Services

Louise Gagné

Program Manager, Healthy Schools

Sandee Guindon

Manager, Planning, Evaluation and Communications Services

Danielle Hunter

Executive Director, Finance

Isabel Churcher

**REGRETS:**

Central Appointees

Jamie Lowery

David Wolfe

**Recorder**

Executive Assistant, Office of the MOH/EO

Nelly Bothelo

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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 meeting to order at 5.58 p.m.

**2.0 APPROVAL OF THE AGENDA**

The agenda for the September 27, 2023, Board of Health meeting was reviewed, and the following motion was read:

**Board of Health Resolution #BOH/2023/09/01 \*Sheppard/Stickland**

***Be It Resolved***, that the Board of Health Agenda, dated September 27, 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 Restoule	X		
Karen Cook	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	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 – August 16, 2023**

The minutes from the Board of Health meeting held on August 16, 2023, were reviewed and the following motion was read:

**Board of Health Resolution #BOH/2023/09/02 \*Flowers/McGarvey**

***Be It Resolved***, that the minutes from the Board of Health meeting held on August 16, 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 Restoule	X		
Karen Cook	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

*"Carried"*

#### 4.2. Board of Health In Camera Minutes – August 16, 2023

The minutes from the Board of Health meeting held on August 16, 2023, were reviewed and the following motion was read:

#### **Board of Health Resolution #BOH/2023/09/03 \*Cook/Restoule**

***Be It Resolved***, that the in-camera minutes from the Board of Health meeting held on August 16, 2023, be approved as presented.

The recorded vote was as follows:

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

<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	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

“Carried”

#### 5.0 DATE OF NEXT MEETING

Date: November 22, 2023

Time: To be determined

Place: To be determined

#### 6.0 BUSINESS ARISING

##### 6.1. Presentation on Icelandic Model ([Sway Presentation](#))

A presentation was provided to Board of Health members by members of the Healthy Schools team.

Highlighted and key messages from the presentation were as follows:

- A description of the Icelandic model.
- Evidence for the effectiveness of the Icelandic Model in addressing youth substance use in Iceland was presented.
- Currently in Canada Calgary (City), New Brunswick (province), and several other areas including Lanark County, Porcupine Health Unit, Timiskaming Health Unit, Southwest Health Unit.
- There are many other health units also expressing including Sudbury & District Health Unit and Algoma Health Unit

- Overview of 5 year guidance program was shared.
- The Icelandic model's alignment with OPHS was discussed.
- Target communities are identified based on Partners, Equity, Geography & readiness.
- Every \$1 invested in prevention could save up to \$22.69 in societal costs related to substance use harms.
- We have received signed support from almost all our school boards to allow data collection in their schools and believe we will have all as partners shortly. The Icelandic Prevention Model (youth substance use) has also been identified as an impact priority under the Muskoka Nipissing Parry Sound Child and Youth Planning Table.
- To move the Icelandic Prevention Model forward we will need the following resources:
  - Secured funds for a coordinator position to oversee the 5-year project
  - Secured funds to sign agreement with Planet Youth for 5-year project
- Recently we sent an email to those that attended the event in February letting them know we are now at the phase to develop a local coalition, identify capacity building needs, funding identification, and begin community engagement strategies.
- Resources required - \$150,800

The presenter addressed the questions after the presentation and left the meeting at 6.22 p.m.

## **7.0 REPORT OF THE MEDICAL OFFICER OF HEALTH**

The Report of the Medical Officer of Health for the September 27, 2023, meeting was presented to the Board of Health for information purposes.

## **8.0 BOARD COMMITTEE REPORTS**

### **8.1 Finance and Property Committee**

A Finance and Property Committee meeting was held prior to the Board of Health meeting.

The following recommendation was presented:

#### **Board of Health Resolution #BOH/2023/09/04 \*Still/McGarvey**

***Whereas***, on August 22, 2023, the Minister of Health, Sylvia Jones, presented Strengthening Public Health to the Association of Municipalities Annual Conference; and

***Whereas***, Strengthening Public Health includes temporary funding for voluntarily merging of health units, changes to the Ontario Public Health Standards after consultation with the field and the development of a new public health funding formula.

***Therefore Be It Resolved***, that on the recommendation of the Finance and Property Committee, the Board of Health for the North Bay Parry Sound District Health Unit support the Board Chair and the Acting Medical Officer of Health/ Executive Director to engage with northeastern and neighboring counterparts for further exploratory dialogue about voluntary mergers relating to Strengthening Public Health; and

***Furthermore Be It Resolved***, that the Board of Health supports participation in all Ministry of Health consultations related to their Strengthening Public Health initiative.

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	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

*"Carried"*

The following motion was read:

**Board of Health Resolution #BOH/2023/09/05 \*Stickland/Restoule**

***Whereas***, the North Bay Parry Sound District Health Unit received funding for 2023 from the Ministry of Health (Ministry); and

***Whereas***, the Board of Health must approve all funding from the Ministry in order to receive the transfer payments; and

***Whereas***, amendments to the previously approved funding affect the Total Shareable Base.

***Therefore Be It Resolved***, that on the recommendation of the Finance and Property Committee, the Board of Health for the North Bay Parry Sound District Health Unit approves the reconciled 2023 Board of Health budget with Net Expenses for \$22,423,513; and

***Furthermore Be It Resolved***, that the Board of Health put any excess municipal contributions into the municipal reserve.

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	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

## 9.0 CORRESPONDENCE

Board of Health correspondence listed for the September 27, 2023 meeting is made available for review by Board members in the Board of Health online portal.

## 10.0 IN CAMERA

### 10.1 Personal Matter About an Identifiable Individual

The following motion was read:

#### **Board of Health Resolution #BOH/2023/09/06 \*Sheppard/Cook**

***Be It Resolved***, that the Board of Health move in camera at 6:31 p.m. to discuss item #10.1, Personal Matter About an Identifiable Individual

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	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

*"Carried"*

At the close of the in camera session, the following motion was read:

#### **Board of Health Resolution #BOH/2023/09/07 \*Sheppard/Still**

***Be It Resolved***, that the Board of Health rise and report at 6:50 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 Restoule	X		
Karen Cook	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

*"Carried"*

Direction was provided; there was nothing further to report.

## 11.0 NEW BUSINESS

### 11.1 Intimate Partner Violence

The following motion was read:

**Board of Health Resolution #BOH/2023/09/08 \*McGarvey/Inch**

***Be It Resolved***, The Health Unit explores a motion that will support local action on Intimate Partner Violence within the mandate of Public Health.

**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	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

"Carried"

### 11.2 Proposed Board of Health Governance Framework

A presentation was provided to Board of Health members by Danielle Hunter, Manager of Planning & Evaluation, and Quality Assurance.

Highlighted and key messages from the presentation were as follows:

- The current Board of Health governance structure was presented as well as an assessment of its suitability.
- The current structure contains inconsistencies, duplications and gaps.
- The governance policy pathway mapping exercise undertaken to resolve identified issues was described.
- A new governance structure was proposed.
- The proposed governance structure would eliminate the need for Board of Health policies, moving content related to BOH governance into the Board of Health bylaws, a new Board of Health Code of Conduct, and into the Board of Health Orientation manual, as appropriate. The content presently contained in the Board of Health Bylaws that doesn't relate to the Board of Health will be moved into Operational Policies.
- Planned next steps were indicated.

The presenter addressed the questions after the presentation and left the meeting at 7.15 p.m.

### 11.3 2023 alPHa Fall Symposium registration

The following motion was read:

**Board of Health Resolution #BOH/2023/09/09 \*Stickland/Still**

***Be It Resolved***, that the Board of Health authorizes the following Board Member(s) to attend the Association of Local Public Health Agencies (alPHA) 2023 Fall Symposium, Section Meetings, and Workshops to be held online, November 22-24.

*Sara Inch*

**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	X			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	X			Catherine Still	X		

*"Carried"*

Rick Champagne informed the Board members that we had plans to have an IT refresher training in the HU prior to the next meeting. Board members expressed interest in attending.

## **12.0 ADJOURNMENT**

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 7.23 p.m.

*Originally signed by Rick Champagne*

*2023-11-22*

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

*Originally signed by Nelly Bothelo*

*2023-11-22*

Nelly Bothelo, Recorder

Date (yyyy/mm/dd)