

A meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, September 24, 2025, 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
Central Appointee
Central Appointee
Eastern Appointee
Western Appointee – Nipissing District

Karen Cook
Jamie Lowery (*Vice-Chairperson*)
Dave Wolfe
Rick Champagne (*Chairperson*)
Jamie Restoule

Parry Sound District:

Southeastern Appointee
Western Appointee

Marianne Stickland
Jamie McGarvey
Tim Sheppard

Public Appointees:

REGRETS:

Central Appointee
Northeastern Appointee

Sara Inch
Blair Flowers

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer
Manager, Healthy Families
Public Health Nurse, Healthy Families
Executive Director, Community Services
Executive Director, Clinical Services/Chief Nursing Officer
Executive Director, Corporate Services/Privacy Officer
Executive Assistant, Director's Office

Dr. Carol Zimbalatti
Catharine Celebre
Doris Chartrand
Louise Gagné
Shannon Mantha
Paul Massicotte
Christine Neily

Recorder

Executive Assistant, Office of the Medical Officer of Health

Ashley Lecappelain

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.

Jamie Lowery, Board of Health Vice-Chairperson called the Board of Health meeting to order at 5:00 p.m.

2.0 LAND ACKNOWLEDMENT

The land acknowledgement was provided by Dave Wolfe.

3.0 APPROVAL OF AGENDA

The agenda for the September 24, 2025, Board of Health meeting was reviewed, and the following motions were read:

Board of Health Resolution #BOH/2025/09/01 * Stickland/Champagne

Be It Resolved, that the Board of Health Agenda, dated September 24, 2025, 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			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						
Jamie McGarvey	X						

“Carried”

4.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

5.0 PRESENTATION: THE BASICS PROGRAM

Doris Chartrand, Catharine Celebre, and Louise Gagné, presented information on the Basics Program.

Questions and comments were received and addressed.

Doris Chartrand, Catharine Celebre, and Louise Gagné left the Board of Health meeting at 5:55 p.m.

6.0 APPROVAL OF PREVIOUS MINUTES

6.1 Board of Health Minutes – June 25, 2025

The minutes from the Board of Health meeting held on June 25, 2025, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2025/09/02 *McGarvey/Restoule

Be It Resolved, that the minutes from the Board of Health 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	X			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						
Jamie McGarvey	X						

“Carried”

7.0 DATE OF THE NEXT MEETING

Date: November 26, 2025

Time: to be determined

Place: Nipissing Room, North Bay Office

8.0 BUSINESS ARISING

There was nothing noted under Business Arising.

9.0 REPORT OF MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health dated September 25, 2025, was presented to the Board of Health for information purposes.

Questions and comments were received and addressed.

10.0 BOARD COMMITTEE REPORTS

There was no Board Committee Reports.

11.0 CORRESPONDENCE

Board of Health correspondence listed for the September 25, 2025, meeting is made available for review by Board members in the Board of Health online portal.

12.0 NEW BUSINESS

12.1 Association of Local Public Health Agencies (alPHa) 2025 Fall Symposium

The following motion was read:

Board of Health Resolution #BOH/2025/09/03 *Sheppard/Wolfe

Be It Resolved, that the Board of Health authorizes 3 Board Member(s) to attend the Association of Local Public Health Agencies (alPHa) 2025 Fall Symposium, Section Meetings, and Workshops to be held online, November 5-7, 2025.

Be It Further Resolved, that the attending Board Member(s) be required to provide a summary of the symposium to the Board of Health at a subsequent meeting.

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			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						
Jamie McGarvey	X						

12.2 Second Quarter Financial Statements

The second quarter financial statements were provided to the Board of Health for information purposes.

Questions and comments were addressed.

12.3 Second Quarter Medical Officer of Health Expenses – April 1 to June 30, 2025

The second quarter expenses of the Medical Officer of Health/Executive Officer were provided to the Board of Health for information purposes.

12.4 Second Quarter Board of Health Expenses – January 1 to June 30, 2025

The second quarter expenses of the Board of Health were provided to the Board of Health for information purposes.

13.0 IN CAMERA

13.1 A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group or persons, or organization.

A In-Camera session of the Board of Health meeting was held. The following motion was read:

Board of Health Resolution #BOH/2025/09/04 *Champagne/Stickland

Be it Resolved, that the Board of Health move in camera at 5:49 p.m. to discuss agenda item 13.1 a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group or persons, or organization.

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			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						
Jamie McGarvey	X						

“Carried”

The Board of Health entered an In-Camera meeting and stopped live streaming to the public at 5:51 p.m.

Board of Health Resolution #BOH/2025/09/05 *Cook/McGarvey

Be it Resolved, that the Board of Health rise and report at 6:17 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			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	R			Dave Wolfe	X		
Jamie Lowery	X						
Jamie McGarvey	X						

"Carried"

The Board of Health commenced live streaming to the public at 6:18 p.m.

14.0 ADJOURNMENT

Having no further business, Jamie Lowery the Board of Health Chairperson adjourned the Board of Health meeting at 6:18 p.m.

Original signed by Rick Champagne 2025/11/26
Chairperson/Vice-Chairperson Date (yyyy/mm/dd)

Original signed by Ashley Lecappelain 2025/11/26
Ashley Lecappelain, Recorder Date (yyyy/mm/dd)