

**NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT
FINANCE AND PROPERTY COMMITTEE OF THE BOARD OF HEALTH
MINUTES – FINANCE AND PROPERTY COMMITTEE, 2023
Video conferenced from 345 Oak Street West, Nipissing Room, North Bay, Ontario**

PRESENT:

Nipissing District:

Central Appointee

Karen Cook

Central Appointee

Sara Inch

Central Appointee

Jamie Lowery (*Vice-Chairperson*)

Central Appointee

Maurice Switzer

Central Appointee

Dave Wolfe

Eastern Appointee

Rick Champagne

Western Appointee

Jamie Restoule

Parry Sound District:

Northeastern Appointee

Blair Flowers

Southeastern Appointee

Marianne Stickland (*Chairperson*)

Western Appointee

Jamie McGarvey

Public Appointees:

Gary Guenther

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer

Dr. Chirico

Associate Medical Officer of Health

Dr. Zimbalatti

Executive Director, Finance

Isabel Churcher

CPA, CA, LPA, Partner, KPMG LLP

Derek D'Angelo

REGRETS:

RECORDER:

Management Administrative Assistant

Sheri Beaulieu

1.0 CALL TO ORDER

The Finance and Property Committee members joined the meeting via Teams video conference. Live streaming of the meeting was available to the media and public through a link provided on the Health Unit's website.

Marianne Stickland called the February 22, 2023, Finance and Property Committee meeting to order at 5:00 p.m.

Land acknowledgment was given.

2.0 APPROVAL OF THE AGENDA

The following motion regarding the February 22, 2023, Finance and Property Committee agenda was read:

Finance and Property Recommendation #FP/2023/02/01 *Cook/Guenther

Be It Resolved, that the Finance and Property Committee agenda, dated February 22, 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:
Karen Cook	X			Jamie McGarvey	R		
Rick Champagne	X			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	X		
Gary Guenther	X			Maurice Switzer	X		
Sara Inch	A			Dave Wolfe	R		
Jamie Lowery	R						

“Carried”

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 PRESENTATION: AUDIT PLANNING REPORT

Mr. Derek D’Angelo from KPMG LLP joined the meeting to provide a presentation to Finance and Property Committee members related to the upcoming audit for the year 2022.

Areas covered in the audit planning presentation included audit quality, scope of the audit, which includes significant risks, rebuttable significant risks, required communications, and future pronouncements. Other areas highlighted were the audit plan, audit risks, key milestones and deliverables, newly effective auditing standards, insights to enhance operations, and audit assurance insights.

There were no questions asked or concerns noted following the presentation.

Having previously advised the Chairperson of a late attendance, Jamie McGarvey joined the Finance and Property Committee meeting at 5:21 p.m.

Sara Inch joined the Finance and Property Committee meeting at 5:22 p.m.

Derek D’Angelo was thanked for the presentation and signed out of the meeting at 5:24 p.m.

5.0 APPROVAL OF PREVIOUS MINUTES

5.1 Finance and Property Committee Minutes – January 25, 2023

The minutes from the January 25, 2023, Finance and Property Committee meeting were presented.

The following motion was read:

Finance and Property Recommendation #FP/2023/02/02 *Champagne/McGarvey

Be It Resolved, that the minutes from the Finance and Property Committee meeting held on January 25, 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:
Karen Cook	X			Jamie McGarvey	X		
Rick Champagne	X			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	X		
Gary Guenther	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	R		
Jamie Lowery	R						

“Carried”

6.0 DATE OF NEXT MEETING

Date: April 26, 2023

Time: To be determined

Location: To be determined

7.0 BUSINESS ARISING

There was nothing brought forward under Business Arising.

8.0 NEW BUSINESS

8.1 One-Time Funding Requests

A briefing note providing background information was included in the agenda package. A brief summary of the background information was provided; there were no questions or concerns noted.

The following motion was read:

Finance and Property Recommendation #FP/2023/02/03 *Champagne/McGarvey

Whereas, The North Bay Parry Sound District Health Unit's Annual Service Plan must be submitted to the Ministry of Health by April 1, 2023,

Therefore Be It Resolved, that the Finance and Property Committee recommends that the Board of Health approve the submission of the following requests for one-time funding for 2023 to the Ministry of Health by April 1, 2023:

One-time Funding:

1. Public Health Inspector Practicum	\$13,500.00
2. Needle Exchange Program	\$20,000.00
3. COVID-19 General Program	\$185,000.00
4. COVID-19 Vaccine Program	\$1,070,000.00
Total	\$1,288,500.00

The recorded vote was as follows:

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

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

"Carried"

8.2 Fourth Quarter Income Statements – September 1 to December 31, 2022

The 2022 fourth quarter income statements report was provided for information purposes.

There were no questions or concerns noted.

8.3 Fourth Quarter Medical Officer of Health Expenses – September 1 to December 31, 2022

The 2022 fourth quarter Medical Officer of Health expense report was provided for information purposes.

There were no questions or concerns noted.

9.0 IN CAMERA

There was nothing brought forward requiring a closed session.

10.0 ADJOURNMENT

Having no further business, the Chairperson adjourned the Finance and Property Committee meeting at 5:36 p.m.

Original signed by Marianne Stickland

2023-04-26

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original signed by Sheri Beaulieu

2023-04-26

Sheri Beaulieu, Recorder

Date (yyyy/mm/dd)