

**NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT
PERSONNEL POLICY, LABOUR/EMPLOYEE RELTIONS COMMITTEE OF THE BOARD OF HEALTH
MINUTES – August 16, 2023
345 Oak Street West, Nipissing Room, North Bay, Ontario**

PRESENT:

Nipissing District:

Central Appointee	Karen Cook
Central Appointee	Jamie Lowery (<i>Chairperson</i>)
Central Appointee	Dave Wolfe
Eastern Appointee	Rick Champagne
Central Appointee	Maurice Switzer
Western Appointee	Jamie Restoule

Parry Sound District:

Northeastern Appointee	Blair Flowers
Western Appointee	Jamie McGarvey (<i>Vice-Chairperson</i>)

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
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1.0 CALL TO ORDER

The Personnel Policy, Labour/Employee Relations Committee members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference. The meeting was open to the public and live streaming of the meeting was available to the media and public through a link provided on the Health Unit's website.

Jamie Lowery, Personal Policy, Labour/Employee Relations Committee, called the August 16, 2023, Personnel Policy, Labour/Employee Relations Committee meeting to order at 5:02 p.m.

Land acknowledgment given.

2.0 APPROVAL OF THE AGENDA

The following motion regarding the August 16, 2023, Personnel Policy, Labour/Employee Relations Committee agenda was read:

Personnel Policy, Labour/Employee Relations Committee Recommendation
#PPLER/2023/08/01 * Champagne/Wolfe

Be It Resolved, that the Personnel Policy, Labour/Employee Relations Committee agenda for August 16, 2023, be approved.

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

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	R		
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 Personnel Policy, Labour/Employee Relations Committee – June 28, 2023

The minutes from the June 28, 2023, Personnel Policy, Labour/Employee Relations Committee meeting were presented.

The following motion was read:

Personnel Policy, Labour/Employee Relations Committee Recommendation
#PPLER/2023/08/02 *Flowers/Cook

Be It Resolved, that the minutes from the Personnel Policy, Labour/Employee Relations Committee meeting held on June 28, 2023 be approved as presented.

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

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	R		
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”

4.2 Personnel Policy, Labour/Employee Relations Committee – June 28, 2023 – In Camera

The minutes from the June 28, 2023, Personnel Policy, Labour/Employee Relations Committee in camera meeting were presented.

The following motion was read:

Personnel Policy, Labour/Employee Relations Committee Recommendation
#PPLER/2023/08/03 *Cook/Champagne

Be It Resolved, that the minutes from the Personnel Policy, Labour/Employee Relations Committee in camera meeting held on June 28, 2023, be approved as presented.

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

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	R		
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: To be determined

Time: To be determined

Location: To be determined

6.0 BUSINESS ARISING

There were no agenda items under Business Arising.

7.0 IN CAMERA

7.1 Personal Matter About an Identifiable Individual

Dr. Zimbalatti left the meeting at 5:08 p.m.

The following motion was read:

Personnel Policy, Labour/Employee Relations Committee Recommendation **#PPLER/2023/08/04 *Wolfe/Switzer**

Be It Resolved, that the Personnel Policy, Labour/Employee Relations Committee move in camera at 5:07 p.m. to discuss agenda item 7.1, Personal Matter About an Identifiable Individual.

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

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	R		
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"

Personnel Policy, Labour/Employee Relations Committee Recommendation **#PPLER/2023/08/05 *Champagne/Switzer**

Be It Resolved, that the Personnel Policy, Labour/Employee Relations Committee rise and report at 5:51 p.m.

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"

Dr. Zimbalatti returned to the meeting at 5:53 p.m.

Upon rising and reporting, the following motion was read:

Personnel Policy, Labour/Employee Relations Committee Recommendation
#PPLER/2023/08/06 *Wolfe/Flowers

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 Personnel Policy, Labour/Employee Relations Committee recommends 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"

8.0 NEW BUSINESS

There was nothing brought forward under New Business.

9.0 ADJOURNMENT

Having no further business, the Chairperson adjourned the Personnel Policy, Labour/Employee Relations Committee meeting at 5:55 p.m.

Original signed by Jamie Lowery

2024/04/24

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original signed by Nelly Bothelo

2024/04/24

Nelly Bothelo, Recorder

Date (yyyy/mm/dd)