



The Corporation of the City of Sault Ste. Marie
Council Correspondence

February 2, 2024

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Board of Health Meeting

MINUTES

October 25, 2023 at 5:00 pm

SSM Algoma Community Room | Video/Teleconference

BOARD MEMBERS

PRESENT: Sally Hagman - Chair
Luc Morrisette - 1st Vice-Chair
Deborah Graystone - 2nd Vice-Chair
Donald McConnell
Loretta O'Neill
Sonia Tassone
Matthew Shoemaker
Jody Wildman

APH MEMBERS

Dr. Jennifer Loo - Medical Officer of Health & CEO
Dr. John Tuinema - Associate Medical Officer of Health & Director of Health Protection
Rick Webb - Director of Corporate Services
Kristy Harper - Director of Health Promotion & Chief Nursing Officer
Leo Vecchio - Manager of Communications
Leslie Dunseath - Manager of Accounting Services
Liliana Bressan - Manager of Effective Health Practice
Trina Mount - Executive Assistant

REGRETS: Julila Hemphill, Suzanne Trivers - BOH members

GUESTS: Virginia Huber - Manager of Environmental Health

1.0 Meeting Called to Order - 5:00 pm

- a. Land Acknowledgment - Read by Sally Hagman
- b. Declaration of Conflict of Interest - No conflicts were declared
- c. Roll Call

2.0 Adoption of Agenda

**RESOLUTION
2023-91**

Moved: L. O'Neill

Seconded: S. Tassone

THAT the Board of Health meeting agenda dated October 25, 2023, be approved as presented.

CARRIED

3.0 Delegations / Presentations

- a. Environmental Health - Program Overview
V. Huber, the APH Program Manager of Environmental Health, provided an overview of APH's Environmental Health Program (EH). She spoke to the related Ontario Public Health Standards and the protocols and Acts that guide the program. Past and present work to assist with COVID-19 was outlined. Virginia went on to describe the state of APH's Public Health Inspector workforce (recruitment and retention) during a time of province-wide shortages. Current priorities and future directions were identified.

4.0 Adoption of Minutes of Previous Meeting

**RESOLUTION
2023-92**

Moved: D. Graystone

Seconded: L. Morrisette

THAT the Board of Health meeting minutes dated September 27, 2023, be approved as amended.

CARRIED

5.0 Business Arising from Minutes

a. Support of Bill 103 – Smoke-Free Ontario Amendment Act (Vaping is not for Kids)

The above-named briefing note included in the agenda package was discussed with the Board questioning why a difference in the minimum age to buy cigarettes compared to vaping products. APH acknowledged the Board's concern for consistency, and went on to describe the intent of supporting Bill 103, which would help to influence public policy in this area. The resolution that follows was adopted.

RESOLUTION 2023-93

Moved: D. Graystone
Seconded: L. O'Neill

Whereas Canada currently has the highest youth vaping rates in the world⁽¹⁾, with almost half of young adults (ages 20-24) and 29% of youth (ages 15 -19) having tried vaping.⁽¹⁾ Rates of youth who vape have grown to 30.6% of grade 7-12 students in Northern Ontario (2018-19), who reporting having used electronic cigarettes at least once in the previous year, compared with 22.7% for the province;⁽²⁾ and,

Whereas, there are more than 30 countries that have banned the sale of all e-cigarettes, and more who have banned all flavoured vaping products (recently Australia). Five Canadian provinces have already banned flavoured vaping products -- the Northwest Territories, New Brunswick, Prince Edward Island, Nunavut, and Nova Scotia -- with Quebec legislation to take effect on October 31, 2023.⁽³⁾; and

Whereas vaping is increasingly linked to health harms including nicotine addiction, lung injury, burns, cognitive problems, poor mental health and even suicide⁽⁴⁻⁶⁾; and

Whereas vaping (e-cigarettes) is targeted to youth in advertising and with the addition of novel and pleasurable flavours. More than 90% of young people used a flavoured vaping product at initiation and continued to vape flavoured products.⁽⁷⁾ These adolescents are more likely to continue vaping and taking more puffs per vaping occasion.⁽⁸⁾ More than 48 per cent said they would quit if flavours were banned⁽⁹⁾; and

Whereas, there is substantial public support across Canada to increase the minimum age of purchasing vapour products to 21⁽¹⁰⁾. Tobacco cigarette and alcohol research show that increasing the minimum age of purchase delays the onset of initiation and reduces underage consumption⁽¹⁰⁾; and

Whereas, education strategies of healthcare providers and community members on the harms of vaping are supported by the Canadian Paediatric Society.⁽¹¹⁾ The "CATCH My Breath Youth E-cigarette Prevention Program" found that 82% of students reported that they will look at e-cigarette ads differently because of the education they received⁽¹²⁾; and

Whereas, to support Bill 103 will align Algoma Public Health with the Canadian Public Health Agency's tobacco control recommendations⁽¹³⁾, the Canadian Paediatric Society⁽⁴⁾, the Canadian Lung Association⁽¹⁴⁾, Heart and Stroke Canada⁽¹⁵⁾ and more; and

Whereas the Ontario Public Health Standards for Substance Use and Injury Prevention and School Health are supported by the amendments in Bill 103 to the Smoke Free Ontario Act; and

Therefore, let it be resolved that the Board of Health endorse proposed Bill 103 - Smoke-Free Ontario Amendment Act (Vaping is not for Kids), 2023, which aims to prevent vaping initiation and decrease vaping use by banning flavoured vaping products, raising the minimum age for purchasing vaping products from 19 to 21 years, and prohibiting the promotion of vapor products.

Be it further resolved that Further that this endorsement be shared with relevant stakeholders.

CARRIED

6.0 Reports to the Board

a. Medical Officer of Health and Chief Executive Officer Reports

i. MOH Report - October 25, 2023

- Program Highlight – School Health & ISPA Update

Dr. Loo spoke to her report.

APH has noticed cases of COVID and other respiratory infections are increasing in our communities, with outbreaks in long-term care/retirement homes and healthcare facilities.

District-wide distribution of COVID and influenza vaccines has begun, and APH is offering clinics starting with high-risk groups and opening up to the general public. APH will make COVID test kits available as long as provincial supplies last.

An update on public health unit voluntary mergers was provided. The Ministry of Health has established a key informant group to advise on the development of the process. The Ministry is expected to provide further details by the end of October. Per the resolutions of our Boards, the MOHs and BOH Chairs of Algoma, Sudbury, and North Bay/Parry Sound health units had an initial meeting to engage in exploratory dialogue. An invitation has been extended to Dr. Kieran Moore, Chief Medical Officer of Health and Dr. Catherine Zahn, Deputy Minister, for an in-person meeting of the northeast to discuss this subject. APH has been working hard to catch up with school immunizations post-pandemic. Efforts are directed to reinvigorate a return to a comprehensive school health approach encompassing youth mental health, wellness and substance use in Algoma.

**RESOLUTION
2023-94**

Moved: J. Wildman
Seconded: D. McConnell

THAT the report of the Medical Officer of Health and CEO for October 25, 2023, be accepted as presented.

CARRIED

6.0 a. Finance and Audit

i. Finance Committee Chair Report

**RESOLUTION
2023-95**

Moved: L. O'Neill
Seconded: D. Graystone

THAT the Finance Committee Chair Report for October 18, 2023, be accepted as presented.

CARRIED

ii. Unaudited Financial Statements ending August 31, 2023

**RESOLUTION
2023-96**

Moved: M. Shoemaker
Seconded: L. Morrisette

THAT the Board of Health approves the Unaudited Financial Statements for the period ending August 31, 2023, as presented.

CARRIED

iii. Briefing Note - Server Upgrades

**RESOLUTION
2023-97**

Moved: L. O'Neill
Seconded: D. McConnell

THAT the Board of Health approve agency reserve funds be used to upgrade APH server infrastructure.

CARRIED

iv. By-Law 06-01 Sewage Systems Part 8 of the Ontario Building Code Act

**RESOLUTION
2023-98**

Moved: D. Graystone
Seconded: L. Morrisette

THAT the Board of Health approve **By-Law 06-01 Sewage Systems Part 8 of the Ontario Building Code Act**, with change as identified.

CARRIED

7.0 New Business/General Business

Not applicable.

8.0 Correspondence

- a. Letter to Algoma Ontario Health Team partner Board of Directors from Algoma Ontario Health Team (AOHT), regarding an Information session and discussion on November 9, 2023.
*S. Hagman and D. Graystone expressed interest in attending.
- b. Letter to the Minister of Environment, Conservation and Parks from Sudbury & Districts Public Health regarding calls for expansion of outdoor air quality monitoring stations and the Air Quality Health Index across Northern Ontario.
- c. Letter to Deputy Minister of Health and Chief Medical Officer of Health and Assistant Deputy Minister from Boards of Health and Medical Officers of Health for Algoma Public Health, North Bay Parry Sound District Health Unit, and Public Health Sudbury & Districts regarding voluntary mergers of Boards of Health within Ontario's public health system dated October 13, 2023.

9.0 Items for Information

- a. **alPHa Information Break - October 2023**
- b. **2022 Annual Report for Renfrew County and District Health Unit**

10.0 Addendum

The Board expressed interest in a return of the indicator dashboard and Dr. Loo apprised that a fullsome approach to indicators is being examined and will be provided to the Board.

11.0 In-Camera

For discussion of labour relations and employee negotiations, matters about identifiable individuals, **adoption of in-camera minutes**, security of the property of the board, litigation or potential litigation.

RESOLUTION

2023-99

Moved: L. O'Neil

Seconded: S. Tassone

THAT the Board of Health go in-camera.

12.0 Open Meeting

There were no resolutions resulting from the in-camera meeting.

13.0 Announcements / Next Committee Meetings:

Finance and Audit Committee Meeting

Wednesday November 15, 2023 - 5:00 pm

SSM Algoma Community Room | Video Conference

Board of Health

Wednesday, November 22, 2023 - 5:00 pm

SSM Algoma Community Room | Video Conference

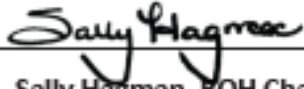
14.0 Evaluation

15.0 Adjournment 6:51 p.m.

RESOLUTION
2023-103

Moved: D. Graystone
Seconded: M. Shoemaker

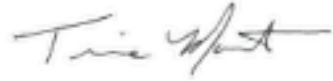
THAT the Board of Health meeting adjourns.



Sally Hagman, BOH Chair

November 22, 2023

Date



Trina Mount, Executive Assistant

November 22, 2023

Date



January 24, 2024

BOARD OF HEALTH MEETING

Algoma Community Room / Videoconference

www.algomapublichealth.com

Meeting Book - January 24, 2024, Board of Health Meeting

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11. In-Camera

12. Open Meeting

13. Resolutions Resulting From In-Camera

14. Announcements

a. Next Meeting Dates

15. Adjournment

BOARD MEMBERS

Deborah Graystone
Sally Hagman
Julila Hemphill
Donald McConnell
Luc Morrisette
Loretta O'Neill
Matthew Shoemaker
Sonia Tassone
Suzanne Trivers
Jody Wildman

APH MEMBERS

Dr. Jennifer Loo - Medical Officer of Health & CEO
Dr. John Tuinema - Associate Medical Officer of Health & Director of Health Protection
Rick Webb - Director of Corporate Services
Kristy Harper - Director of Health Promotion & Chief Nursing Officer
Leo Vecchio - Manager of Communications
Leslie Dunseath - Manager of Accounting Services
Tania Caputo - Board Secretary

STAFF GUEST: Nicole Lindahl, Manager of Emergency Preparedness and Response

- 1.0 Meeting Called to Order** *Dr. J. Loo*
- a. Land Acknowledgment
 - b. Roll Call
 - c. Declaration of Conflict of Interest
- 2.0 Election of Officers**
- a. Appointment of Board of Health Chair for the year 2024. *Dr. J. Loo*
 - b. Appointment of Board of Health First Vice-Chair and Chair of the Finance and Audit Committee for the year 2024. *Chair*
 - c. Appointment of Board of Health Second Vice-Chair and Chair of the Governance Committee for the year 2024. *Chair*
 - d. Call for Committee Members for the Finance & Audit Committee and Governance Committee for the year 2024. *Chair*
 - Finance and Audit Committee call for members :
 - Governance Committee call for members:
 - e. Slate of officers and committee members. *Chair*

RESOLUTION

Be it resolved that the following is the Board of Health slate of officers and committee members for the year 2024.

Board of Health Chair:	
First Vice-Chair & Chair of the Finance and Audit Committee:	
Second Vice-Chair & Chair of the Governance Committee:	
Finance and Audit Committee members:	
Governance Committee members:	

3.0	Signing Authority RESOLUTION	<i>Chair</i>
	THAT By-Law 95-2 identifies that signing authorities for all accounts shall be restricted to: i) the Chair of the Board of Health ii) one other Board member, designated by Resolution iii) the Medical Officer of Health/Chief Executive Officer iv) the Director of Corporate Services SO BE IT RESOLVED that signing authority is provided to _____ as the one other Board member, designated by resolution until the next election of officers.	
4.0	Adoption of Agenda RESOLUTION	<i>Chair</i>
	THAT the Board of Health agenda dated January 24, 2024 be approved as presented.	
5.0	Delegations / Presentations After Action Review - COVID-19 Pandemic: Overview of Key Findings and Recommendations	<i>N. Lindahl</i>
6.0	Adoption of Minutes of Previous Meeting RESOLUTION	<i>Chair</i>
	THAT the Board of Health minutes dated November 22, 2023 be approved as presented.	
7.0	Business Arising from Minutes a. Report back from November 2023 alPha Symposium b. Report back from Merger Feasibility Oversight Committee c. Report back from Merger Feasibility Governance Workgroup	<i>D. Graystone</i> <i>S. Trivers</i> <i>D. McConnell</i>
8.0	Reports to the Board a. Medical Officer of Health and Chief Executive Officer Reports i. MOH Report - January 2024 • Program Highlights: Population Health Assessment – Community Health Profile 2024 • Public Health Champion Awards	<i>Dr. J. Loo</i>
	RESOLUTION THAT the report of the Medical Officer of Health and CEO for January 2024 be accepted as presented.	
	b. Finance and Audit i. Financial Statements	<i>L. Dunseath</i>
	RESOLUTION THAT the Board of Health approves the Unaudited Financial Statements for the period ending November 30, 2023, as presented.	

9.0	New Business/General Business	<i>Chair</i>
	a. Provincial Appointee Extension	
	i. Policy 02-05-087 Board Member Terms of Office - for reference	
	RESOLUTION THAT the Board of Health approve an exception to Policy 02-05-087 Board Member Terms of Office, in support of reappointment of Deborah Graystone as a provincial appointee to strengthen the continuity of the work and governance experience and leadership during this period of exploring a potential merger.	
	b. Special Meeting of the Board of Health	
	i. By-Law 95-1 To Regulate the Proceedings of the Board of Health - for reference	
	RESOLUTION WHEREAS the Board of Health regularly meets on the fourth Wednesday of the month, and WHEREAS By-Law 95-1 in the Board of Health Policies and Bylaws stipulates that the Board may, by resolution, alter the time, day, or place of any meeting. THEREFORE, BE IT RESOLVED THAT this Board of Health agrees: THAT a Special Board of Health meeting be held at 6:00 pm. Thursday, February 15, to discuss merger planning as set out in the provincial government’s Strengthening Public Health plan; and THAT the regular Board of Health meeting scheduled for 5:00 p.m. Wednesday, February 28, 2024, be rescheduled to 11:00 am. Tuesday, February 20.	
10.0	Correspondence	<i>Chair</i>
11.0	Items for Information	<i>Chair</i>
	a. alPHa Information Break - January 2024	
12.0	Addendum	<i>Chair</i>
13.0	In-Camera	<i>Chair</i>
	For discussion of labour relations and employee negotiations, matters about identifiable individuals, adoption of in camera minutes, security of the property of the board, litigation or potential litigation.	
	RESOLUTION THAT the Board of Health go in-camera.	
14.0	Open Meeting	<i>Chair</i>
	Resolutions resulting from in-camera meeting.	
15.0	Announcements / Next Committee Meetings:	<i>Chair</i>
	Finance & Audit Committee	
	Wednesday, February 21, 2024 @ 5:00 pm	
	Video Conference SSM Algoma Community Room	
	Board of Health Special Meeting	
	TBD	
	Video Conference SSM Algoma Community Room	

Board of Health Meeting

TBD

Video Conference | SSM Algoma Community Room

Governance Committee

Wednesday, March 13, 2024 @ 5:00 pm

Video Conference | SSM Algoma Community Room

16.0 Evaluation

Chair

a. November 2023 BOH Evaluation Summary

17.0 Adjournment

Chair

RESOLUTION

THAT the Board of Health meeting adjourns.

After Action Review: COVID-19 Pandemic

Presenter: Nicole Lindahl

Date: January 24, 2024

Overview



COVID-19 Pandemic



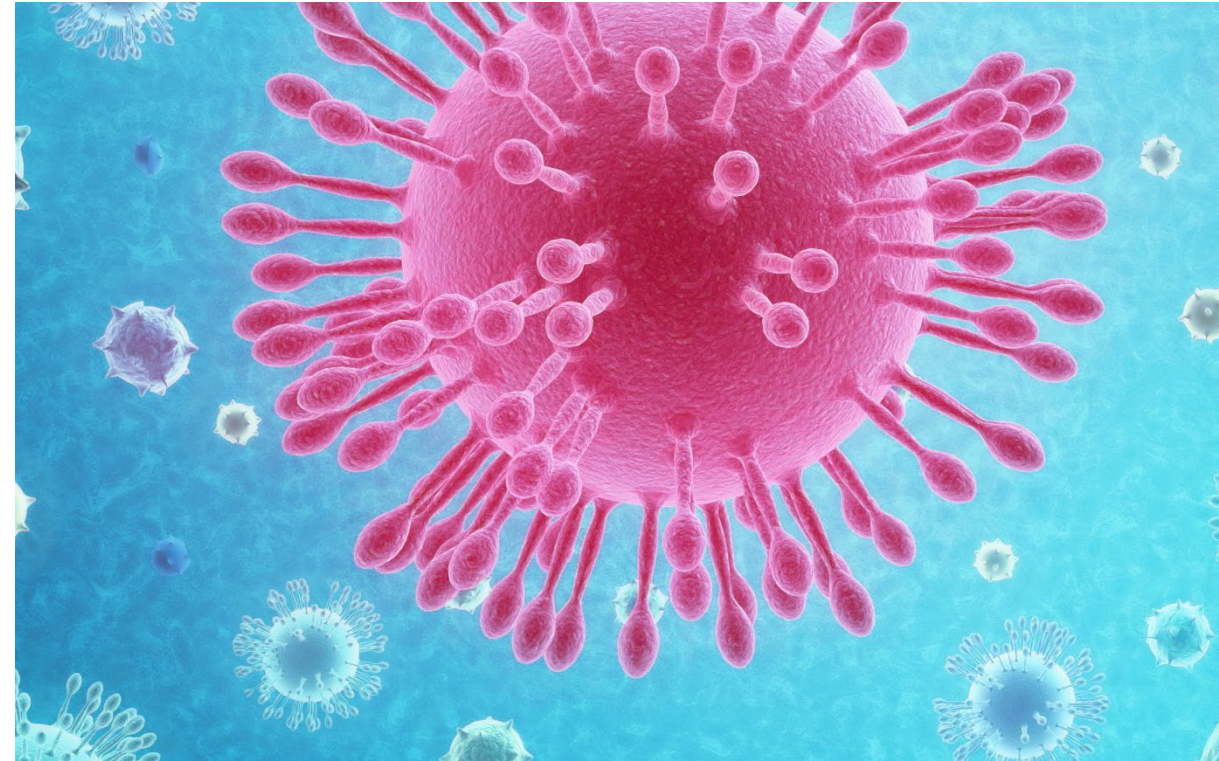
After-Action Review Process



Key Findings & Recommendations



Next Steps



Strategic Directions



Advance the priority public health needs of Algoma's diverse communities.

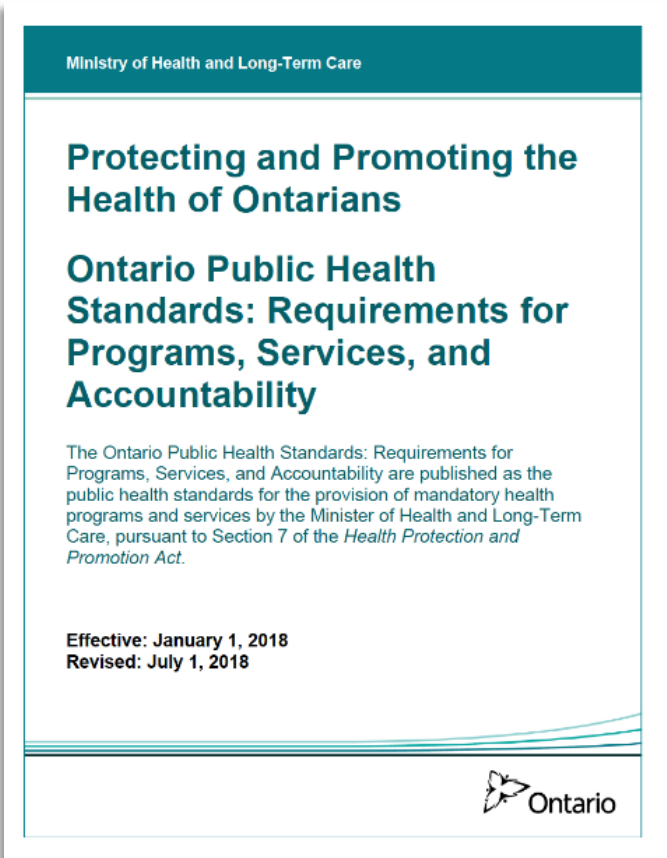


Improve the impact and effectiveness of Algoma Public Health programs.



Grow and celebrate an organizational culture of learning, innovation, and continuous improvement.

Ontario Public Health Standards



Emergency Management

Emergencies can occur anywhere and at any time. Boards of health regularly experience new and emerging events ranging from infectious diseases such as SARS, the H1N1 influenza pandemic, and Ebola virus disease to extreme weather events and environmental hazards such as flooding and forest fires.

Effective emergency management ensures that boards of health are ready to cope with and recover from threats to public health or disruptions to public health programs and services. This is done through a range of activities carried out in coordination with other community partners.

This planning, and its associated activities, is a critical role in strengthening the overall resilience of boards of health and the broader health system. Ministry policy and expectations to support a ready and resilient health system will be outlined separately.

Goal

To enable consistent and effective management of emergency situations.

Program Outcome

- The board of health is ready to respond to and recover from new and emerging events and/or emergencies with public health impacts.

Requirement

1. The board of health shall effectively prepare for emergencies to ensure 24/7 timely, integrated, safe, and effective response to, and recovery from emergencies with public health impacts, in accordance with ministry policy and guidelines.⁵

COVID-19 Pandemic

“

“The structure and communication through a weekly IMS [meeting] were fundamental.”

- Internal AAR respondent

”

COVID-19 Response

**March 11
2020**



2021



2022



**May 3
2023**

Algoma Public Health (APH) activated its Emergency Response Plan (ERP) and implemented Incident Management System (IMS) concepts, to:

- Minimize serious illness and death
- Minimize societal disruptions and preserving health care services

APH deactivated ERP and “stood down” IMS

March 11th, 2020, APH activated its Emergency Response Plan (ERP) and implemented Incident Management System (IMS)

March 17th, 2020

Ontario enacts declaration of emergency, followed by closures to public spaces.

October 3rd, 2020

Ontario pauses further reopening, advises close contact only within households, and implements masking legislation for indoor premises.

December 26th, 2020

Ontario enters a 2nd provincial wide shut down, followed by declaring a 2nd state of emergency & a Stay-at-Home Order.

June-July 2021

Ontario & Algoma gradually reopen together throughout the summer.

December 19th, 2021

Ontario begins to tighten capacity restrictions with raising cases of COVID-19 across the province.

January 2022

APHs vaccine coverage peaks Q1 2022, at 89.4% 2-dose coverage for 18+.

July 17th, 2020

APH implements masking in indoor premises as more spaces across the province reopen.

December 14th, 2020

Some areas of Ontario begin Phase 1 of vaccine rollout, APH begins **January 27th, 2021**.

April 7th, 2021

Cases continue to rise in Ontario, 3rd State of Emergency is declared and a province-wide emergency break is imposed with additional restrictions.

November 15 – 24th, 2021

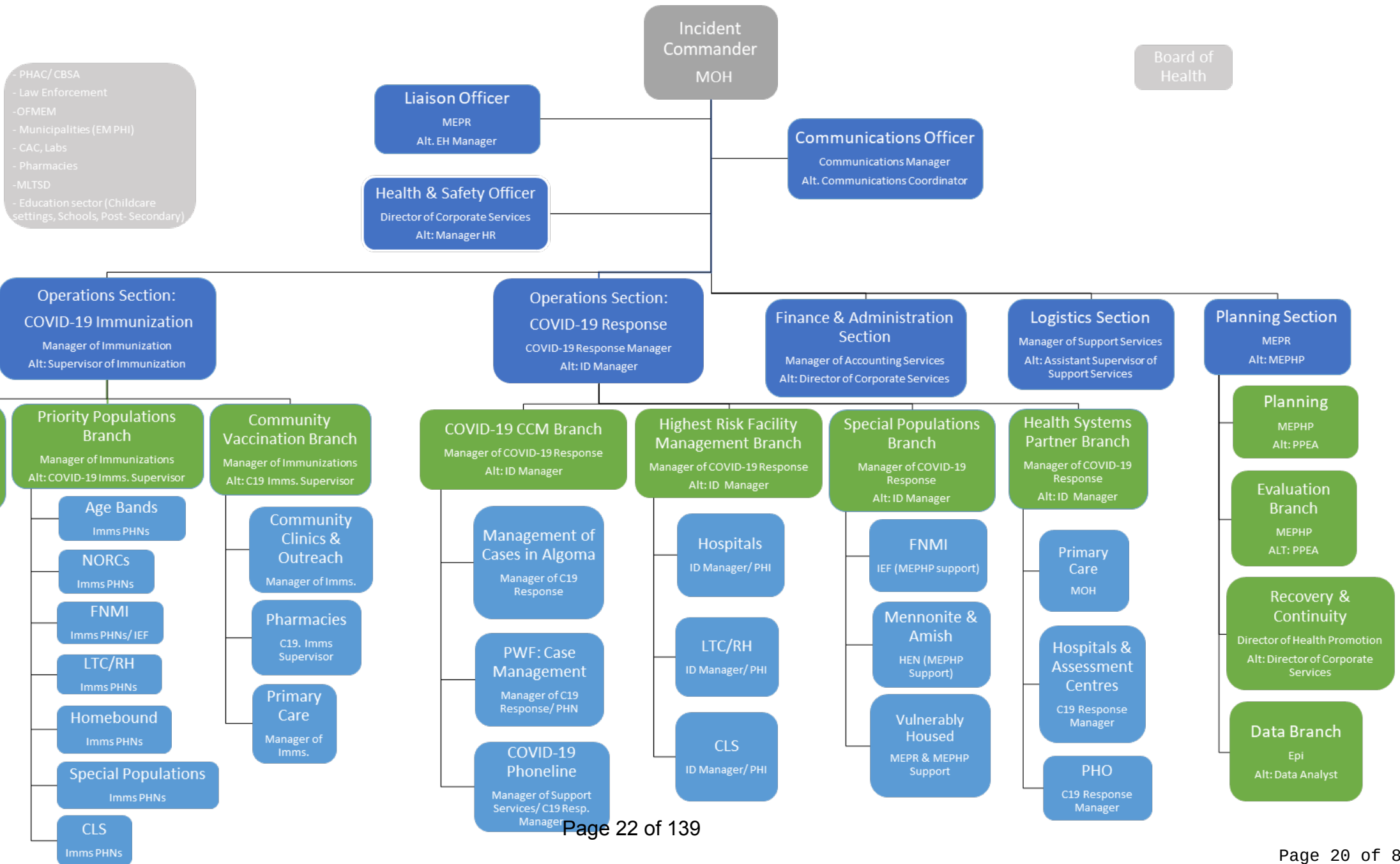
Algoma Public Health issues a Section 22 class order & Letter of Instructions to prevent the spread of COVID-19 as cases in Algoma rise.

December 31st, 2021

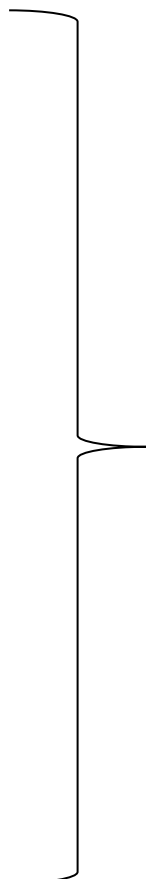
The province shifts case and contact management to focus on **only priority populations** in response to the rapidly spreading Omicron variant .

January 31st 2022 – onward

The province begins to ease restrictions throughout 2022. APH rescinds LOIs throughout January. No further provincial restrictions are placed throughout 2022, regardless of waves of transmission.



Community Engagement



Health sector	Long term care homes	Retirement homes	First responder agencies
Enforcement agencies	Municipalities	First Nation, Métis, and Inuit partners	Childcare settings
Primary, secondary, and post-secondary schools	Workplaces	Community organizations	Congregate living settings
Priority populations	Social services	Air and land border agencies	Correctional facilities
	Emergency management organizations	Provincial organizations or agencies	

After-Action Review Process

“

“The direct liaisons were invaluable in developing a coordinated response.”

”

The After-Action Review

- Conducted after an emergency, to improve systems and processes in future
- A review of responses to an emergency or a public health event to identify:
 - best practices
 - gaps
 - lessons learned
- **Not** intended to evaluate a team/organization's performance

Overarching Questions



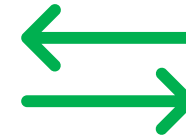
What actually happened?



What worked well?



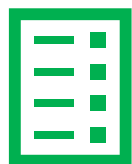
What did not work?



What action(s) should be taken to improve response capacities?

AAR Methodology

Review content from:



APH's incident
action plans (IAPs)



COVID-19
epidemiological
surveillance data



APH's public
communications
reach



APH human
resource
information



Internal after-
action review
survey



External after-
action review
survey

Key Findings & Recommendations



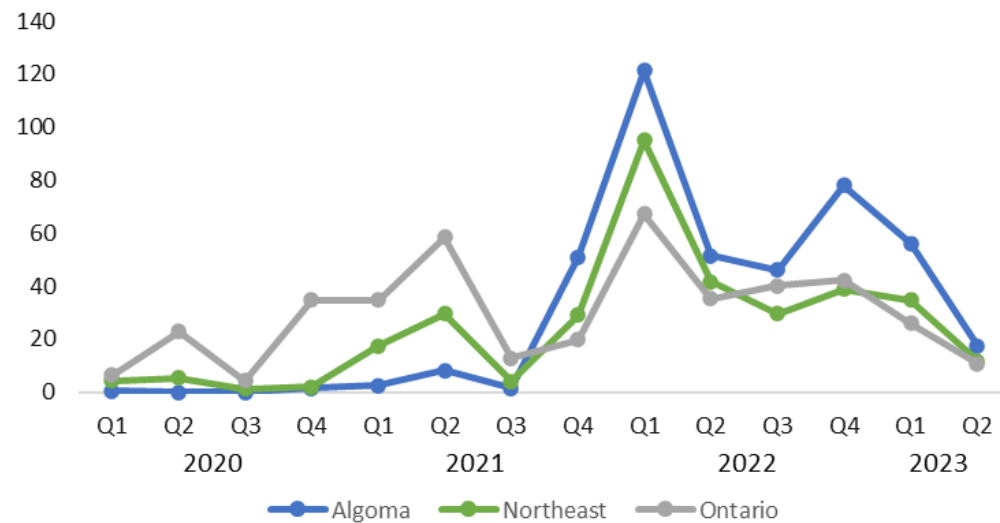
Our phone lines allowed great access to the public [...] The mass emails that went out to businesses was another great method of communication.



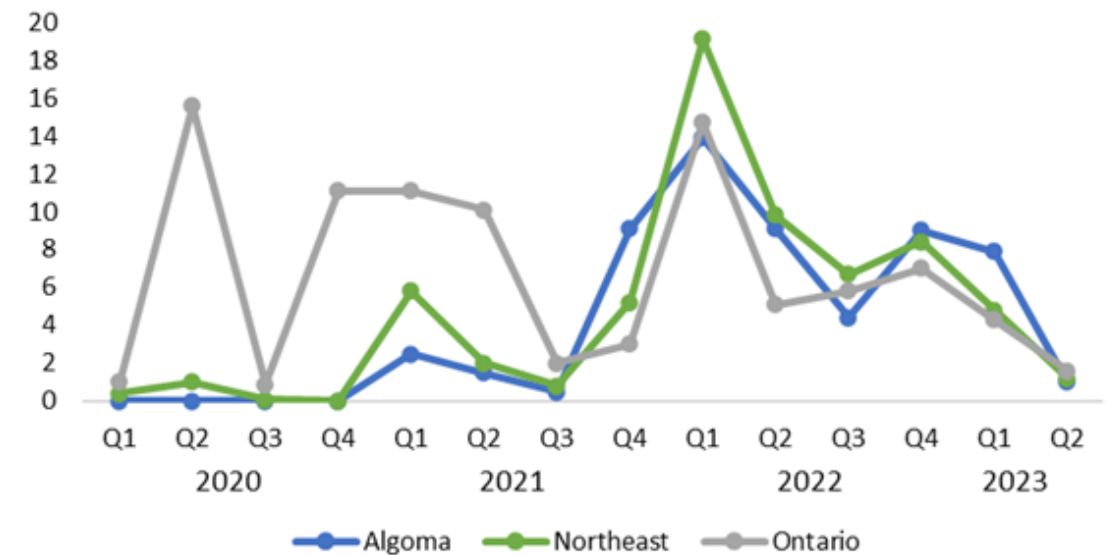
What **actually** happened?

Health Determinants and Status: Morbidity and Mortality

Age-standardised Incidence (per 100,000) of hospitalizations for COVID-19 cases

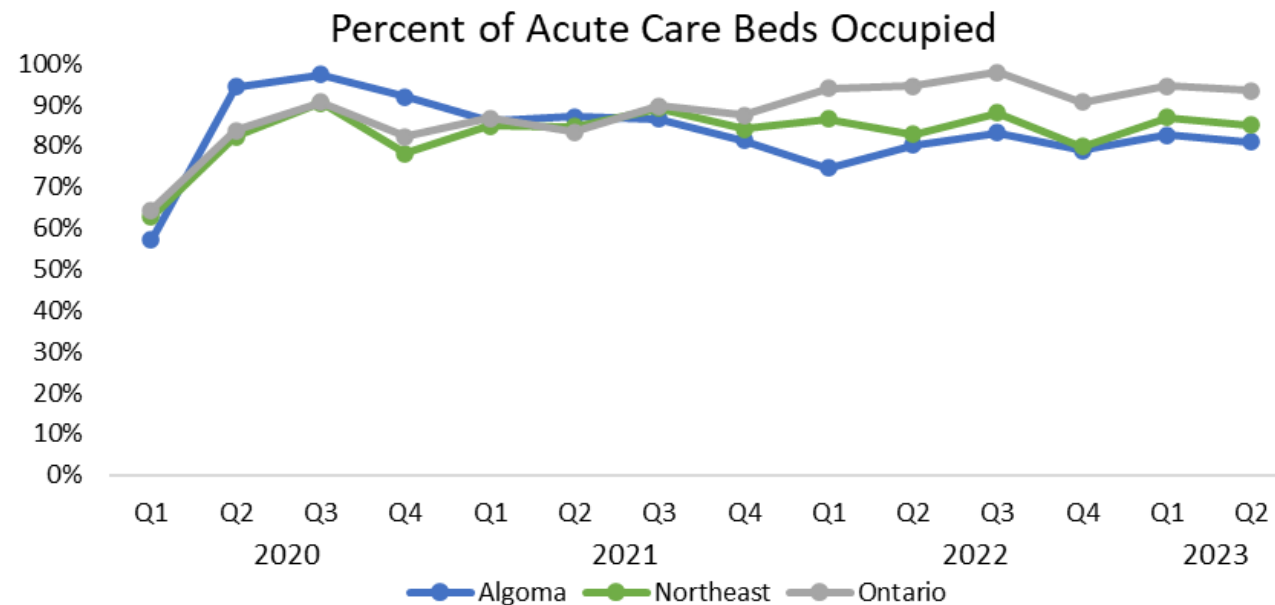


COVID-19 Related Deaths (per 100,000)



What actually happened?

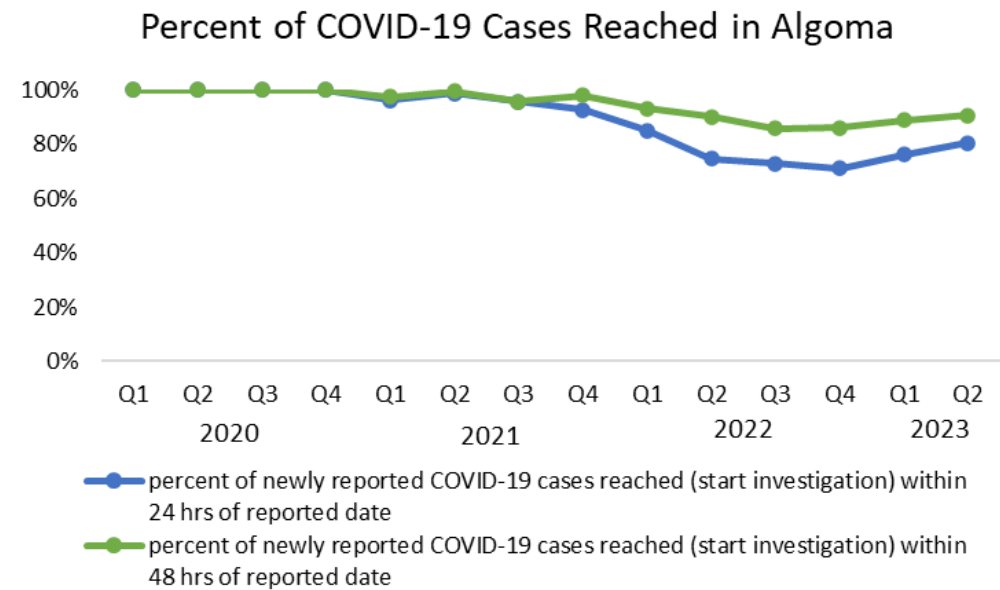
Health Determinants and Status: Morbidity and Mortality



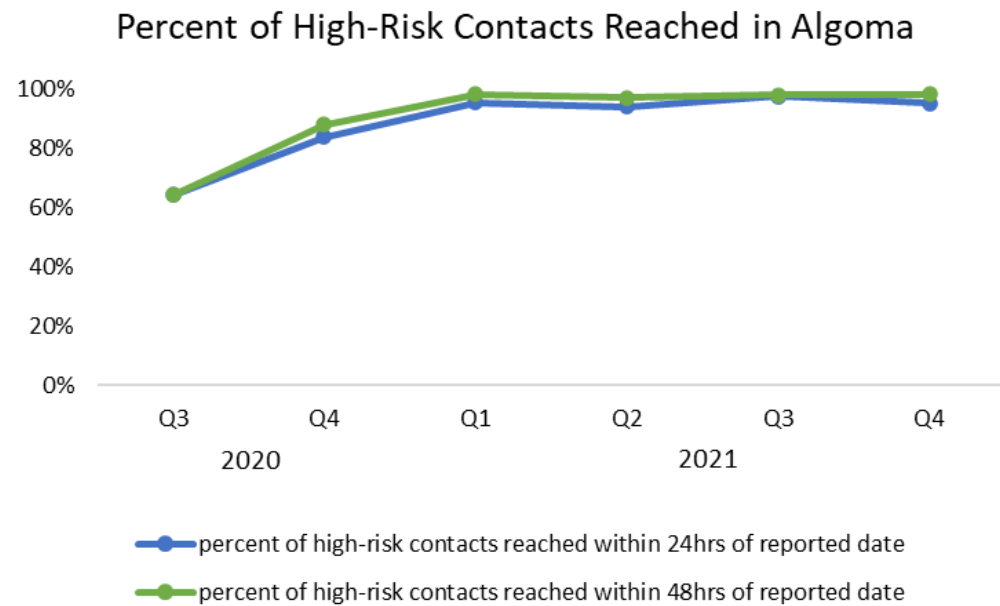
What actually happened?

Resources and Services: What we did

Percent of COVID-19 cases reached in 24 and 48 hours in Algoma



Percent of high-risk cases reached in 24 and 48 hours in Algoma



What actually happened?

Resources and Services: What we did

Outbreak incidence per 100,000 (# of outbreaks/population)

Location	2020	2021	2022	2023 (Q1 only)	Total (Q1 2020-Q2 2023)
Algoma	2.5	60.3	116.0	20.5	198.8
Northeast	7.9	59.8	98.3	21.2	187.2
Ontario	31.1	72.4	64.2	13.2	181.3

APH led COVID-19 doses administered

Year	2021	2022	2023 (Q1 & Q2)	Sum
Total APH led COVID-19 doses administered	119,163	25,101	2000	146,264

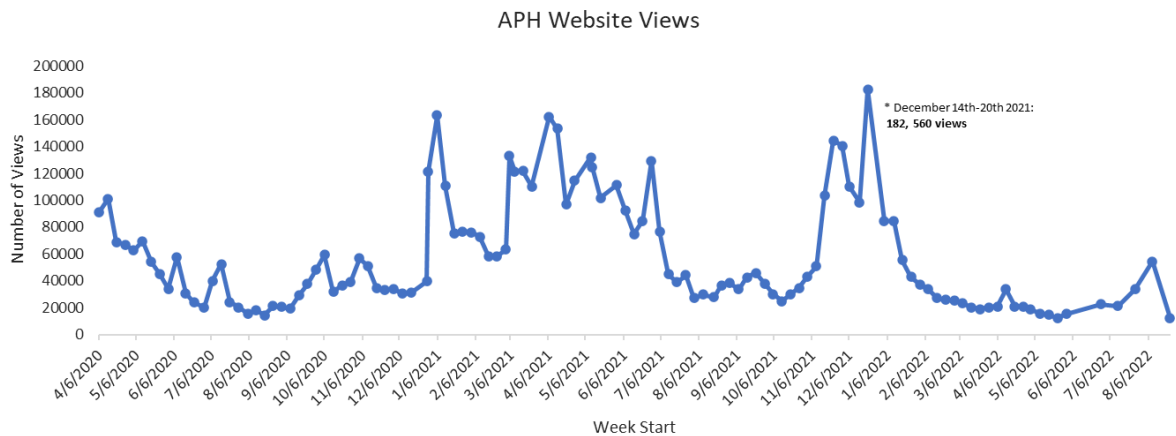
Overall COVID-19 mass immunization coverage by Q2 2023 (% with primary series)

Location	Coverage
Algoma	80.8%
Northeast	79.0%
Ontario	82.3%
North Bay Parry Sound	77.9%
Porcupine	79.2%
Sudbury	80.8%
Timiskaming	76.2%
Algoma	80.8%

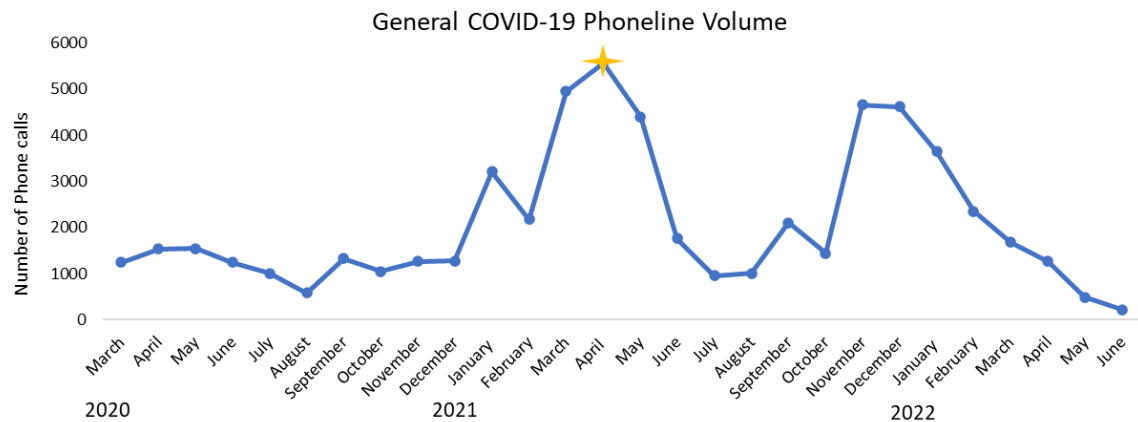
What actually happened?

Resources and Services: What we did

APH Website Views from April 2020-August 2022



APH's General COVID-19 Phonenumber Volume from March 2020-June 2022



What actually happened?

Resources and Services: What it cost

- From 2020-2022, APH employees completed 205,250 hours of COVID-19 response related work, costing about \$10.8 million.
- From 2021-2022, APH employees completed 82,723 in COVID-19 vaccine related work, costing around \$3.7 million in labour.
- On a per capita basis, all APH COVID-19-related costs from 2020-2022 comes to \$150.02 per person in Algoma.

In other words, APH provided the full breadth of pandemic response activities – from case and outbreak management, to media updates, to liaison support, to immunization – all for an investment of \$50 per Algoma resident per year.

What actually happened?

Resources and Services: What it cost

- Snapshot of January 1st, 2021-September 18th 2021 additional staffing hours:
 - ONA and CUPE employees worked 5063.5 extra hours, marking a 166.3% increase in hours compared to 2019.
 - Leadership and non-union employees worked 3427 overtime hours.
- From 2020-2023 APH hired 143 employees specifically for COVID-related purposes.

What actually happened?

Recommendations:

1. Continued use of IMS to support the organization and management of future emergencies.

What worked well?

External partners:

- found APH's dedicated Liaisons the most useful of all APH resources and supports.
- were satisfied with all APH's response activities and the range of activities.
- were satisfied with APH's communication and organization of COVID-19 vaccine clinics.
- identified routine meetings and partner collaboration as useful.

APH employees:

- agreed that communication to external agencies and the public about COVID-19 prevention, mitigation, and immunization was effective and flexible.
- found the frequent meetings (internal and with external partners) worked well in APH's overall response.

What worked well?

Recommendations continued:

2. Prioritize role of Liaison Officer during emergency preparedness and response.
3. Use a wide range of communication methods for internal and external communications during emergency response.
4. Hold internal coordination meetings as part of the planning and operations cycle during emergency response.
5. Hold meetings as deemed necessary with partner response agencies to share information and coordinate response activities during an emergency response.

What did not work?

APH employees:

- believe there is room for improving internal and external communications of ministry guidance, though the agency's communications relied heavily on their timeliness.
- found that there was need for adjustments in staffing across public health programs and response teams district wide, and an increased focus on employee well-being.

What did not work?

Recommendations continued:

6. Conduct an annual review of the Continuity of Operations Plan and associated plans and documents.
7. Develop an internal communications plan used for the implementation of the Continuity of Operations Plan.
8. Develop response activity monitoring templates and indicators for assessment of staffing needs to be implemented during an emergency response.

What actions should be taken to improve response capacity?

APH employees:

- said information was shared in a timely manner to inform their work; but we can improve conciseness of information and where it is stored.
- confirmed communication to external agencies and the public was effective, and improvements could be made in speed and simplicity.
- were aware of the Emergency Response Plan (ERP) and IMS, though they identified a need for additional training and awareness.
- suggested review and sharing of emergency planning documents (e.g.: APH's Continuity of Operations Plan, Emergency Response Plan, and emergency communications plans) and providing employees with training in emergency management and IMS.

What actions should be taken to improve response capacity?

Recommendations continued:

9. Conduct an annual review of the Emergency Response Plan and associated plans and documents.
10. Develop and implement an IMS and emergency management training program for all APH employees.

Next Steps



[There is need for] More communication about our ERP and EM training as part of onboarding. Opportunity to prepare and run scenarios for emergency response to various issues (environmental, technological, etc.) to boost confidence and role clarity.



Implementation

- The Emergency Management program plan for the coming years has been updated to reflect the recommendations coming from the AAR.
- In June, a further update on recommendation implementation will be provided.



Questions?

Chi-Miigwech. Merci. Thank You.

PUBLIC HEALTH



Algoma
PUBLIC HEALTH
Santé publique Algoma

January 24, 2024

Report of the

Medical Officer of Health / CEO

Prepared by:
Dr. Jennifer Loo and the
Leadership Team

Presented to:
Algoma Public Health Board of Health

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APH AT-A-GLANCE

APH's work in population health assessment and emergency management – two of the four foundational standards in the Ontario Public Health Standards – are highlighted in this month's presentation and report to the Board of Health (BOH). Both the Community Health Profile and the after-action report for APH's pandemic response also demonstrate APH's commitment to knowledge exchange and partner engagement, as well as the central processes of evaluation and continuous quality improvement that are key to our work, reflective of another foundational standard of effective public health practice. In particular, the COVID-19 after-action report contains informative indicators across four key areas: health status, community engagement, resources & services, and systems integration & responsiveness. These categories represent four quadrants of a "public health balanced scorecard," previously developed and implemented by researchers and public health practitioners in Ontario. In the upcoming months, more details will be coming to the BOH on how APH is enhancing our use of indicators and tools, such as the balanced scorecard concept, to bolster our work in evaluation, monitoring, and continuous improvement. In the context of this month's presentation, one stand-out indicator from the pandemic response is a striking statistic on return on investment: from 2020 to 2022, APH provided the full breadth of pandemic response activities district-wide – from case and outbreak management to media updates, to liaison support, to immunization – all for an investment of \$50 per Algoma resident per year.

Speaking of dollars and cents, following the BOH's approval of APH's 2024 budget in November, APH management has proceeded to implement efficiencies, offer a voluntary retirement incentive program, and complete a limited workforce reduction to ensure we achieve a balanced budget. A total of six employees have been laid off across all staff groups, and the workforce reduction process is complete. There are no significant impacts to APH's delivery of programs and services as a result of these layoffs, and of note, the size of APH's workforce is now comparable to what it was prior to the COVID-19 pandemic.

As APH teams embark on a new year and continue to provide our routine programs and services in the new year, one major project at this time, particularly for our management team, is to support the merger feasibility study that the BOHs of APH and Public Health Sudbury & Districts (PHSD) resolved to conduct. APH staff worked with PHSD counterparts in December and January to collate a snapshot of our two organizations' current state, which BOH members reviewed at a joint education session in Sault Ste. Marie earlier this month. Work continues to be underway by both APH and PHSD staff and governors to consider a potential future state of a merged entity and what impacts this would have – both positive and negative – on service delivery, finances, the people of our agencies, and the broader public health system. Findings are expected to be made available to both BOHs next month for review, discussion, and further decision-making at the governance level.

PROGRAM HIGHLIGHT – Population Health Assessment

Topic: Community Health Profile 2024

From: Dr. John Tuinema, Associate Medical Officer of Health, for (The Foundations and Strategic Support Team)

OPHS Standards

Foundational Standard: Population Health Assessment

Outcomes:

- The Board of Health is aware of and uses data to influence and inform the development of local healthy public policy and its programs and services.
- Planning and delivery of local public health programs and services align with the identified needs of the local population, including priority populations.
- Resources are allocated to reflect public health priorities and reallocated, as feasible, to reflect emergent public health priorities.
- Relevant public health practitioners and community partners receive timely information regarding risks in order to take appropriate action.
- The public, community partners, and healthcare providers are aware of relevant and current population health information.
- Relevant community partners have population health information, including information on health inequities, necessary for planning, delivering, and monitoring health services that are responsive to population health needs.

2021-2025 Strategic Directions addressed in this report:

Strategic Direction #1: Advance the priority public health needs of Algoma's diverse communities.

Strengthen population health assessment to improve understanding of the distribution and determinants of health and disease, including local health disparities, and identify priority populations for public health and health equity action.

Strategic Direction #2: Improve the impact and effectiveness of APH programs.

Use evidence and data to plan and evaluate for program effectiveness and impact.

Key Messages

- The Community Health Profile is a population health assessment that takes a deeper look at the health trends and social determinants of health in Algoma.
- The latest edition of the Community Health Profile is scheduled for release by mid-year and will be an opportunity to inform and engage local partners in aligning programs and services to Algoma's priority health needs.
- The first chapter is completed and is provided as a preview of what's to come.

Overview

Algoma Public Health released its most recent [Community Health Profile \(CHP\)](#) in 2018. The community health profile is a comprehensive population health assessment of our region. Although the pandemic and ongoing recovery has delayed the development of this report, APH has made significant progress in the next edition.

Population health assessment is one of six core functions of public health in Canada. Population health assessment includes the measurement, monitoring, analysis, and interpretation of population health data, knowledge and intelligence about the health status of populations and subpopulations, including the social determinants of health and health inequities⁽¹⁾.

Population health assessment differs from health surveillance. Health surveillance is more frequent and ongoing (often real-time or a weekly frequency), whereas population health assessment occurs every few years (2-5 years, depending on goals). The goal of health surveillance is timely detection of health trends in order to inform intervention. In contrast, the goal of population health assessment is to take a deeper look at broader trends, social determinants of health, and the interplay between them in order to inform planning.

The CHP is not just beneficial for APH's use but also helps to inform planning for community partners. The upcoming CHP will examine the following topic areas:

- | | |
|--|--|
| • COVID-19 overview | • Mental health |
| • Demographics and life expectancy | • Substance use & harm reduction |
| • Health Equity & First Nation, Métis, and Inuit Spotlight | • Injuries & harm reduction |
| • Preconception health, healthy parenting and families | • Vaccine-preventable diseases |
| • Healthy eating and active living | • Healthy sexuality |
| • Chronic diseases | • Infectious diseases & harm reduction |
| • Oral Health | • Environmental Health |

APH has completed data collection and is reviewing the information for each chapter. Our first chapter is currently complete and is provided below as a preview of what's to come.

Next Steps:

Publication of the *Community Health Profile* will provide APH with an excellent opportunity to engage our communities and partners regarding health priorities. This knowledge-to-action process can lead to improved alignment of planning and service provision to local needs. Our knowledge translation plan is in progress but will include:

- Disseminating the report broadly throughout Algoma with communications support
- Providing opportunities following publication for partners and groups to discuss relevant content in light of our programs, planning, and services.

References

1. Ontario Public Health Standards: Requirements for Programs, Services and Accountability. Ontario Ministry of Health; 2021. Available from: [Ontario Public Health Standards: Requirements for Programs, Services and Accountability \(gov.on.ca\)](https://www.ontario.ca/gov/public-health-standards-requirements)



Algoma's Community Health Profile





Demographics & Life Expectancy

KEY MESSAGES:

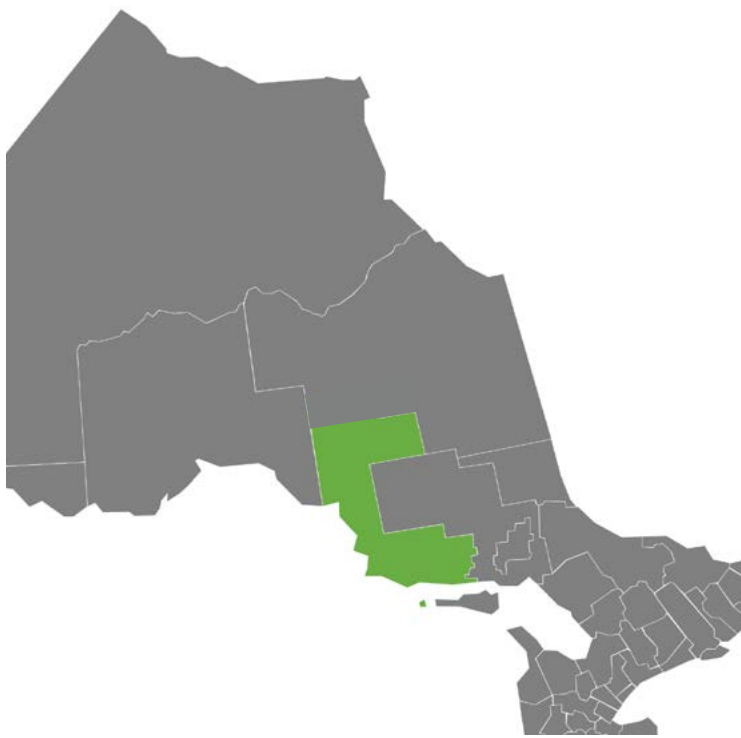
- Algoma is home to an aging population, with a higher proportion of seniors aged 65 years and older compared to Northeast Public Health Units (NE PHUs) and Ontario.
- A male and female baby born in Algoma are expected to live to 77.2 and 81.6 years respectively.
- Infant mortality in Algoma has significantly reduced from 7.5 to 4.8 per 1,000 live births since 2000 to 2021.
- Algoma's all-cause mortality remains higher than the province.
- Lung cancer and accidental drug poisoning are the leading causes of preventable deaths in Algoma.

Geography

Algoma Public Health's (APH's) boundary covers over 41,000 square kilometers¹ and contains 21 municipalities, two large unorganized areas and numerous Indigenous communities. The region serviced by the health agency stretches over an eight-hour drive along Highway 17 from Spanish in the east to White River in the north.

Northern Ontario is serviced by seven public health units, five of which serve the Northeast region while the other two serve the Northwest. The Northeast public health units (NE PHUs) include Algoma Public Health, North Bay Parry Sound District Health Unit, Porcupine Health Unit, Public Health Sudbury & Districts, and Timiskaming Health Unit.

Note: Algoma Public Health's boundary differs slightly from the District of Algoma or the Census Division of Algoma, which are commonly used by Statistics Canada.



Fun fact:

The Algoma Public Health service area is as large as half of Lake Superior - the largest of the Great Lakes, whose surface area spans over 82,000 square kilometers.²

Algoma Public Health



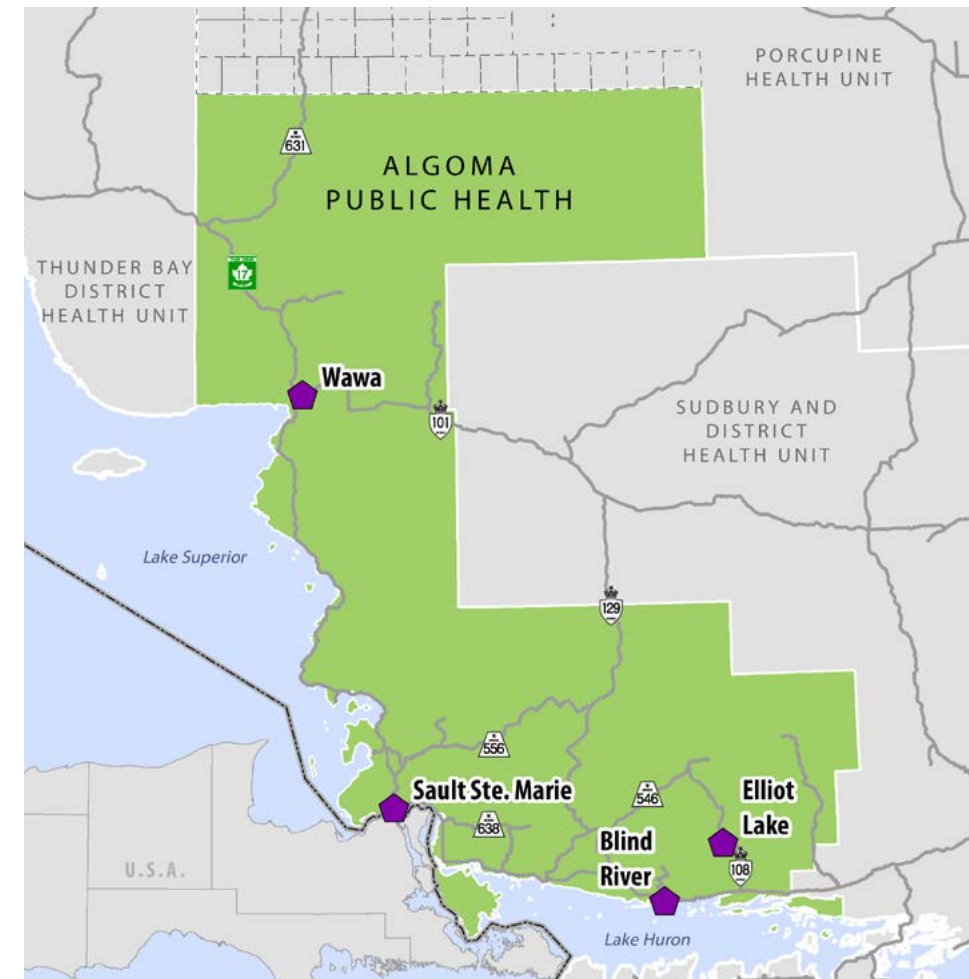
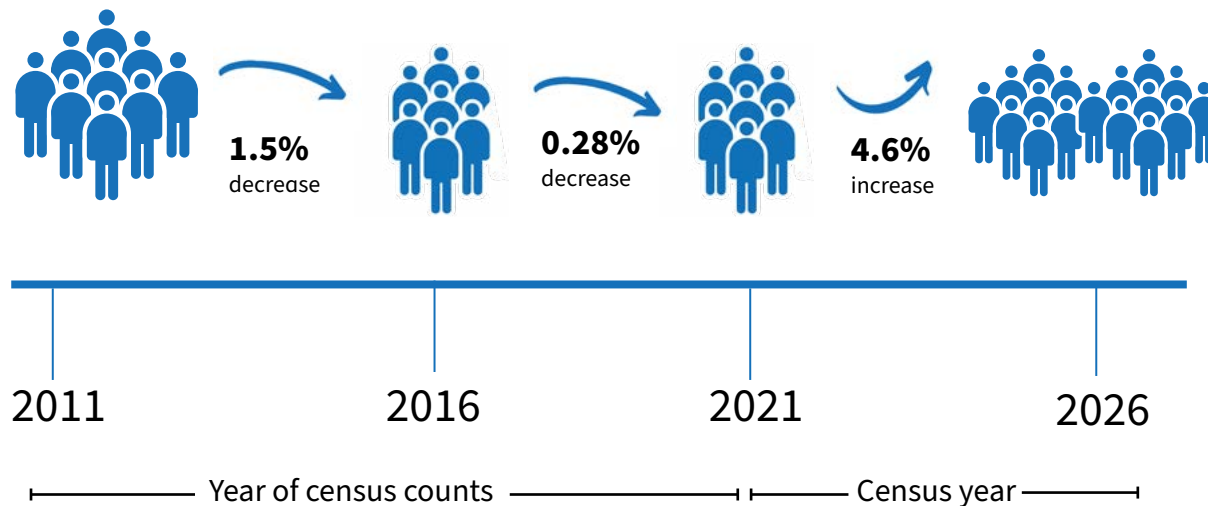
Lake Superior



Population and Age

The population serviced by Algoma Public Health in 2021¹

112,764



Algoma's population is comprised of¹:

* Men+ **49.3%** * Women+ **50.8%**

Average age of an Algoma resident¹: **46.4**

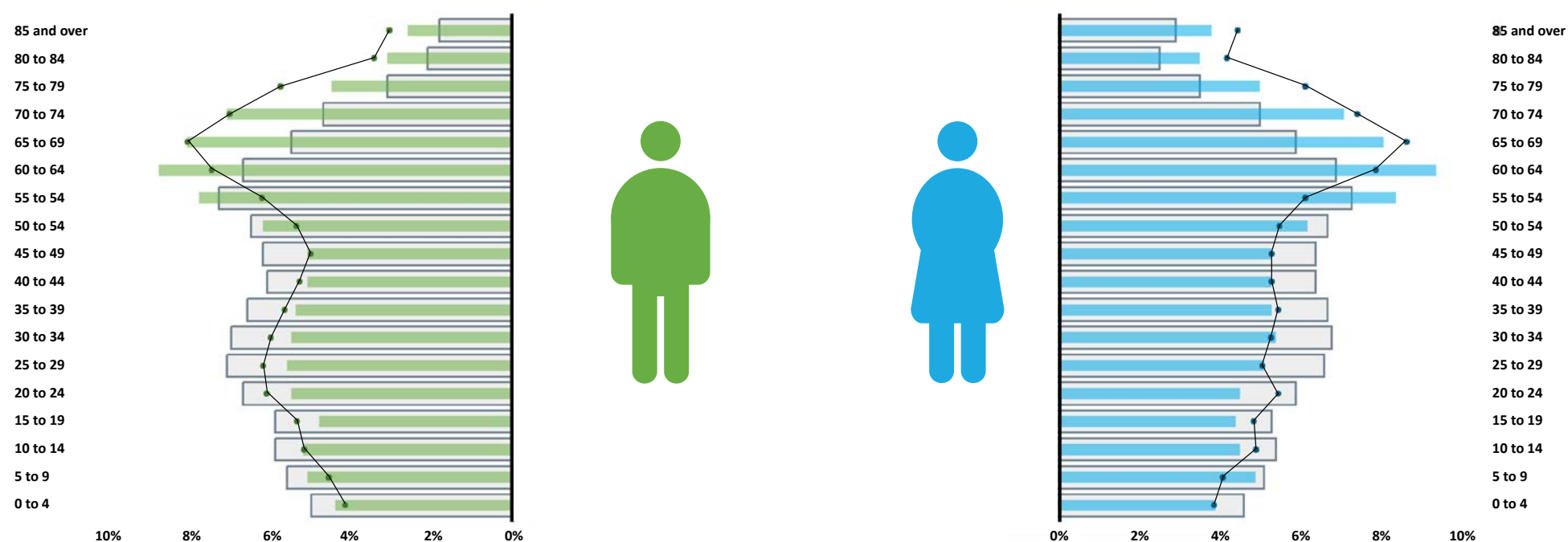
26.5% of Algoma's population is aged 65 years and older



- The population declined from 2011 to 2016 by 1.5%,¹ and further from 2016 to 2021 by 0.28% and it is expected to grow by 4.6% between 2021 and 2026.³
- The average age in Algoma is higher than that of NE PHUs residents (44.7 years old) and Ontario residents (41.8 years old).¹
- An alternate method of looking at age is to use the median, which is a measure that is less easily skewed by extreme values in the population. The median age of an Algoma resident is 50 years old, which compared to 46.8 and 41.6 years old in the NE PHUs and Ontario respectively.¹
- Algoma has a higher percentage of seniors than both the NE PHUs (23.3%) and Ontario (18.5%).¹
- By 2026, residents aged 65 years and older are projected to be 29.2% of Algoma's population.³

* Men+ includes men (and/or boys), as well as some non-binary persons.
* Women+ includes women (and/or girls), as well as some non-binary persons.

Population distribution by age group and gender, Algoma - 2021³



Life Expectancy

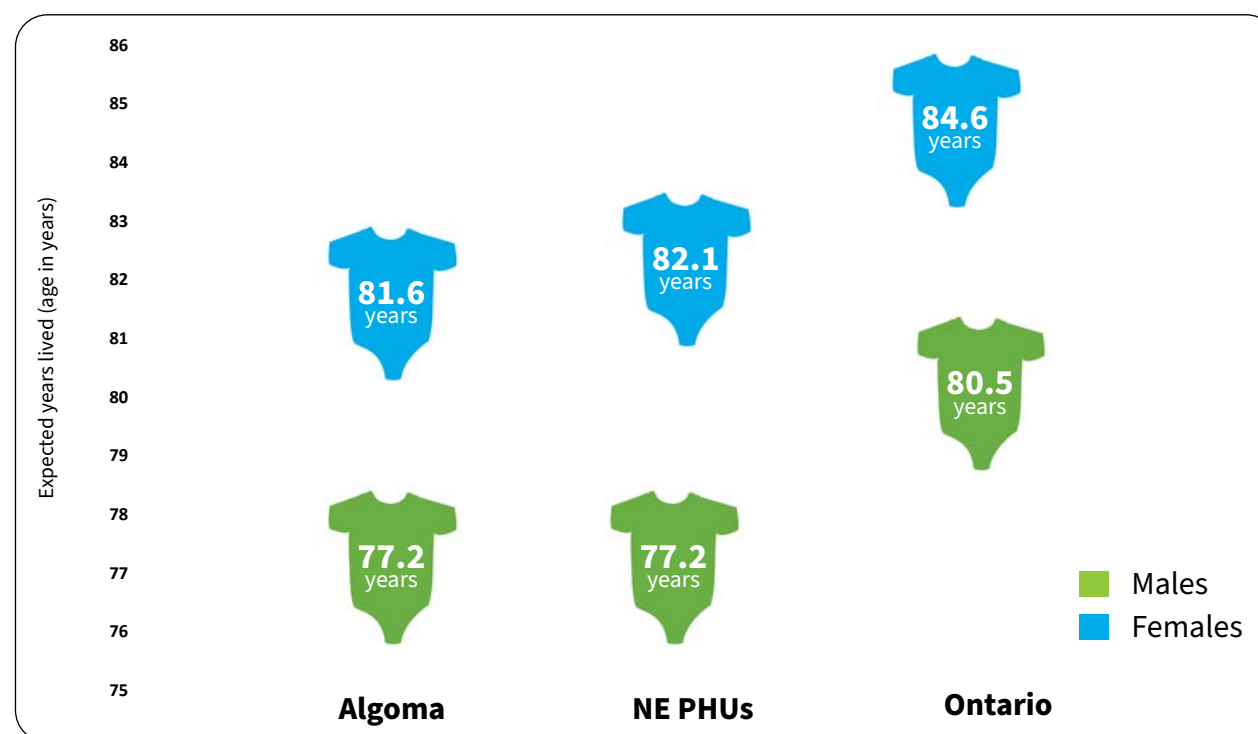
At birth

According to the data available from 2015–2017, life expectancy at birth has increased in Algoma.

Until updated Algoma-specific data becomes available, it is useful to refer to provincial level data for 2018 – 2020. This most recent data showed a decrease in life expectancy for boys and girls to 80.2 years and 84.5 years respectively.⁶ This decrease is primarily attributed to deaths due to the COVID-19 pandemic.⁴ Note, the COVID-19 specific death rate during 2020 in Algoma was 0 while it was 66.7 per 100,000 people in Ontario.

On average, a person born and living in Algoma lives for 3 years less than the provincial average life expectancy.⁴

Life expectancy at birth, 2015-2017⁴



At 65 years of age

A 65 year old person living in Algoma lives for 1 year less than the provincial average life expectancy.⁴

On average, females have a longer life expectancy than males in Algoma, the NE PHUs and Ontario.⁴

Life expectancy at 65 years of age⁴

	Algoma	NE PHUs	Ontario
 Male	18.2	18.2	19.8
 Female	21.2	21.1	22.6

Mortality Algoma

All cause mortality

Annual average death rate 2013-2019⁹

943.0
deaths per 100,000

2021⁹

Algoma
873.4

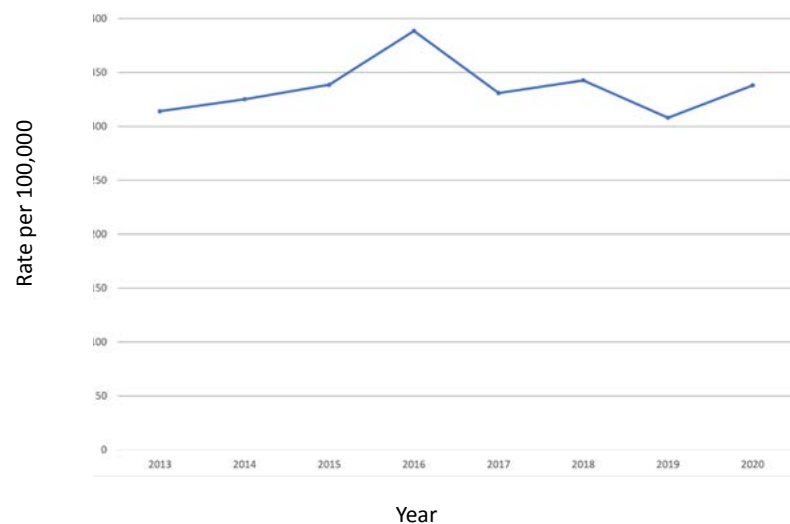
NE PHUs
860.0

Ontario
665.5

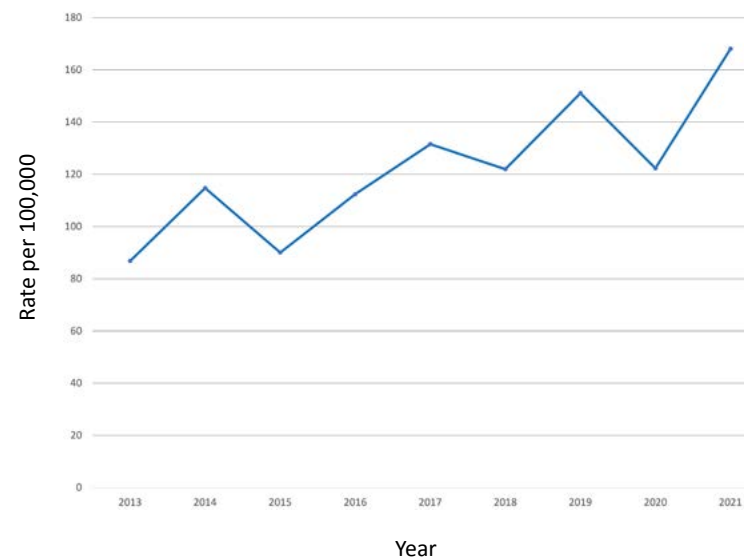
Overall death rate (per 100,000) in Algoma continues to be higher than the province.

Main causes of death⁹

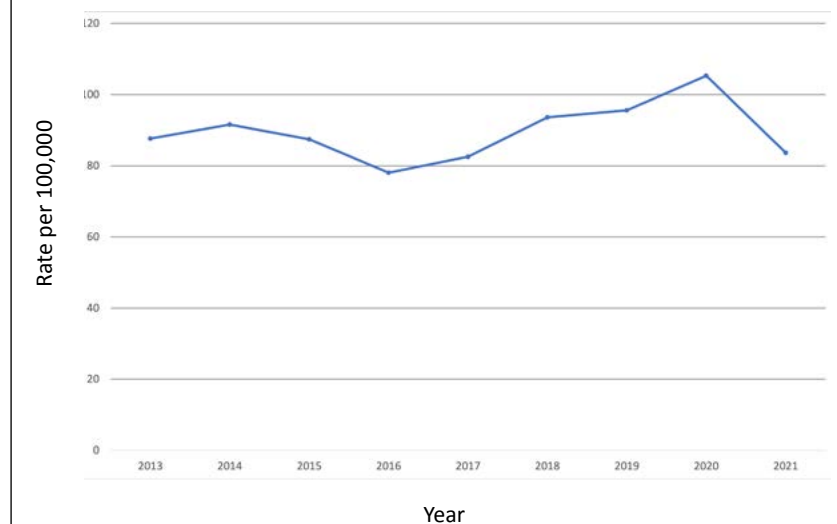
Heart diseases



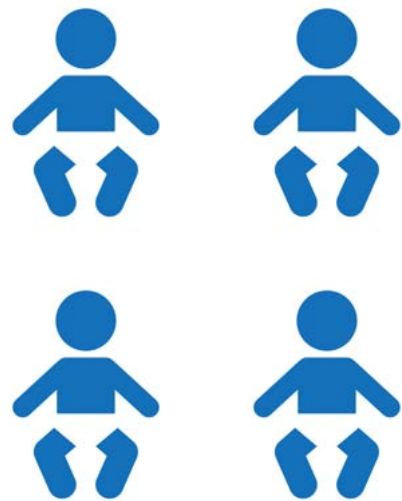
Alzheimer and Dementia



Lung cancer



Infant mortality



In Algoma, more than **4** babies die before their first birthday, out of every **1,000** live births.⁸

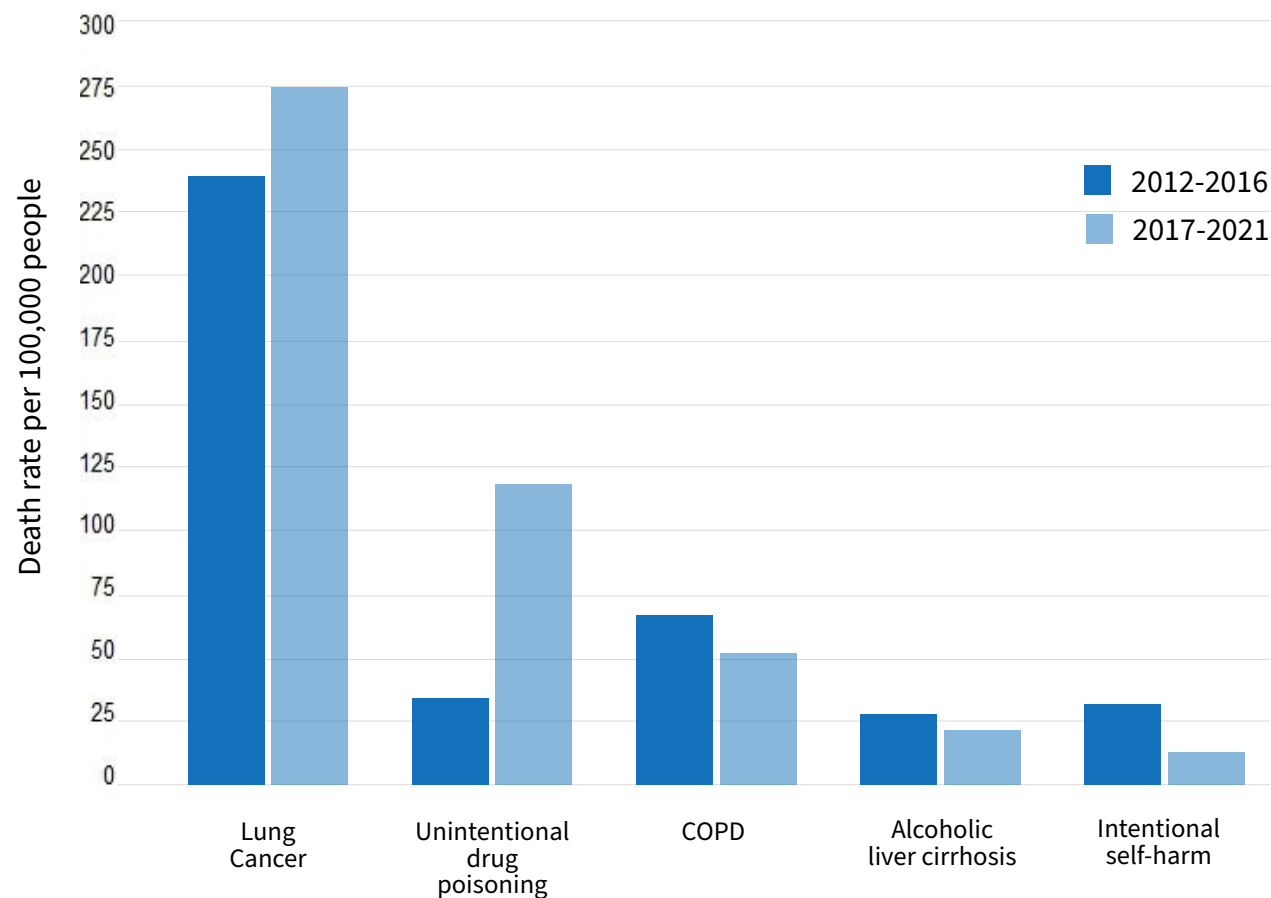
Premature mortality*

Between 2018-2020, the following deaths were premature^{8, 10}

40% - Algoma
42.3% - NE PHUs
36.5% - Ontario

7 in 10 premature deaths can be potentially avoided through healthy behaviours and/or effective public health interventions^{8**}

Top 5 leading causes of preventable deaths⁸

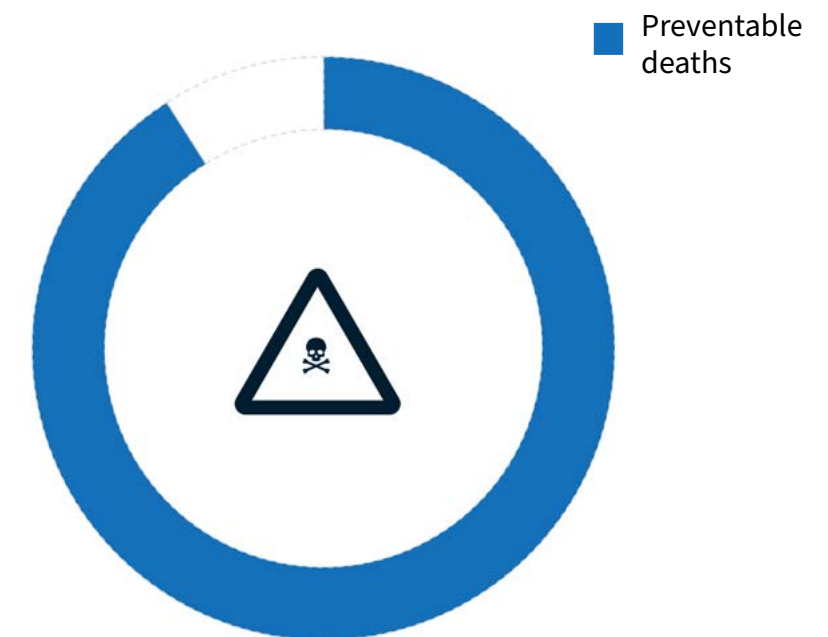


* When someone dies before the age of 75, it is considered a premature death.

**Mortality from preventable causes focuses on premature deaths from conditions that could potentially be avoided through primary prevention efforts, such as lifestyle modifications or population-level interventions (for example, vaccinations and injury prevention). The indicator informs efforts aimed at reducing the number of initial cases, or incidence reduction, as deaths are prevented by avoiding new cases altogether.

<https://www.cihi.ca/en/indicators/avoidable-deaths>

Unintentional drug poisonings



91% of unintentional drug poisoning deaths from 2017-2021 were preventable⁸

References

1. Statistics Canada Census Profile, 2021 Census of Population [Internet].2023. Available from: <https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/index.cfm?Lang=E>.
2. About our Great Lakes: Lake by profile: Great Lakes Environmental Research Laboratory; n.d. [Available from: <https://www.glerl.noaa.gov/education/ourlakes/lakes.html>].
3. Intellihealth Ontario. Population (estimates 2011-2021 and projections 2022 onwards) [Internet].2023.
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5. Statistics Canada. The Daily: Deaths, 2020 [Internet].2022. Available from: <https://www150.statcan.gc.ca/n1/daily-quotidien/220124/dq220124a-eng.htm>.
6. Statistics Canada. Table 13-10-0114-01 Life expectancy and other elements of the complete life table, three-year estimates, Canada, all provinces except Prince Edward Island [Internet].2023. Available from: <https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=1310011401>.
7. Ontario Ministry of Health. Vital stats: death report [Internet].2023.
8. Statistics Canada. Table 13-10-0753-01 Premature and potentially avoidable mortality, three-year period, Canada, provinces, territories, health regions (2018 boundaries) and peer groups [Internet].2023. Available from: <https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=1310075301>.
9. IntelliHealth Ontario. Ontario Mortality Data [2013 - 2021] [Internet].2023.
10. Laccetta G, De Nardo MC, Cellitti R, Angeloni U, Terrin G. 1 H-magnetic resonance spectroscopy and its role in predicting neurodevelopmental impairment in preterm neonates: A systematic review. *Neuroradiology Journal*. 2022;35(6):667-77.

**Algoma Public Health
(Unaudited) Financial Statements November 30, 2023**

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	Actual YTD 2023	Budget YTD 2023	Variance Act. to Bgt. 2023	Annual Budget 2023	Variance % Act. to Bgt. 2023	YTD Actual/ YTD Budget 2023
Public Health Programs (Calendar)						
Revenue						
Municipal Levy - Public Health	\$ 4,189,217	\$ 4,189,216	\$ 1	\$ 4,189,216	0%	100%
Provincial Grants - Cost Shared Funding	8,120,947	8,122,767	(1,820)	8,861,200	0%	100%
Provincial Grants - Public Health 100% Prov. Funded	2,084,023	2,094,904	(10,881)	3,363,439	-1%	99%
Provincial Grants - Mitigation Funding	951,322	951,317	5	1,037,800	0%	100%
Fees, other grants and recovery of expenditures	474,029	425,102	48,927	452,384	12%	112%
Total Public Health Revenue	\$ 15,819,539	\$ 15,783,305	\$ 36,233	\$ 17,904,039	0%	100%
Expenditures						
Public Health Cost Shared	\$ 14,375,232	\$ 14,333,798	\$ (41,434)	\$ 15,618,691	0%	100%
Public Health 100% Prov. Funded Programs	2,457,116	2,094,903	(362,213)	2,285,349	17%	117%
Total Public Health Programs Expenditures	\$ 16,832,348	\$ 16,428,702	\$ (403,647)	\$ 17,904,040	2%	102%
Total Rev. over Exp. Public Health	\$ (1,012,810)	\$ (645,396)	\$ (367,413)	\$ 0		

Healthy Babies Healthy Children (Fiscal)

Provincial Grants and Recoveries	\$ 712,011	712,008	3	1,068,011	0%	100%
Expenditures	697,550	712,845	15,296	1,068,011	-2%	98%
Excess of Rev. over Exp.	14,461	(837)	15,299	(0)		

Public Health Programs (Fiscal)

Provincial Grants and Recoveries	\$ 770,885	740,367	30,518	992,500	4%	104%
Expenditures	575,283	613,233	37,950	992,500	-6%	94%
Excess of Rev. over Fiscal Funded	195,602	127,133	68,469	-		

Fiscal Programs

Revenue						
Provincial Grants - Community Health	\$ 158,104	\$ 158,102	\$ 2	\$ 262,153	0%	100%
Municipal, Federal, and Other Funding	114,447	114,447	-	114,447	0%	100%
Total Community Health Revenue	\$ 272,551	\$ 272,549	\$ 2	\$ 376,600	0%	100%
Expenditures						
Brighter Futures for Children	62,407	76,298	13,891	114,447	-18%	82%
Nurse Practitioner	107,963	108,102	139	162,153	0%	100%
Stay on Your Feet	62,399	66,667	4,268	100,000	-6%	94%
Total Fiscal Community Health Programs	\$ 232,769	\$ 251,067	\$ 18,298	\$ 376,600	-7%	93%
Total Rev. over Exp. Fiscal Community Health	\$ 39,782	\$ 21,482	\$ 18,300	\$ (0)		

Explanations will be provided for variances of 15% and \$15,000 occurring in the first 6 months and variances of 10% and \$10,000 occurring in the final 6 months

**Algoma Public Health
Revenue Statement**

For Eleven Months Ending November 30, 2023

(Unaudited)

	Actual YTD 2023	Budget YTD 2023	Variance Bgt. to Act. 2023	Annual Budget 2023	Variance % Act. to Bgt. 2023	YTD Actual/ Annual Budget 2023	Comparison Prior Year:		
							YTD Actual 2022	YTD BGT 2022	Variance 2022
Levies Sault Ste Marie	2,913,655	2,913,655	0	2,913,655	0%	100%	2,951,725	2,951,725	(0)
Levies District	1,275,562	1,275,562	0	1,275,561	0%	100%	1,237,491	1,237,491	0
Total Levies	4,189,217	4,189,217	0	4,189,216	0%	100%	4,189,216	4,189,216	(0)
MOH Public Health Funding	8,120,947	8,122,767	(1,820)	8,861,200	0%	92%	8,040,497	8,040,492	5
Total Public Health Cost Shared Funding	8,120,947	8,122,767	(1,820)	8,861,200	0%	92%	8,040,497	8,040,492	5
MOH Funding - MOH / AMOH Top Up	167,310	173,525	(6,215)	189,300	-4%	88%	166,685	173,525	(6,840)
MOH Funding Northern Ontario Fruits & Veg.	107,622	107,617	5	117,400	0%	92%	107,622	107,617	5
MOH Funding Unorganized	486,200	486,200	0	530,400	0%	92%	486,200	486,200	0
MOH Senior Dental	1,235,017	1,237,729	(2,712)	1,350,250	0%	91%	1,009,739	1,017,519	(7,780)
MOH Funding Indigenous Communities	89,828	89,833	(5)	98,000	0%	92%	89,828	89,833	(5)
One Time Funding (Tobacco Cessation)	5,000	0	5,000	0	#DIV/0!	100%			0
OTF COVID-19 Extraordinary Costs	(6,954)	0	(6,954)	1,078,089	#DIV/0!	-1%	2,019,246	2,026,200	(6,954)
Total Public Health 100% Prov. Funded	2,084,023	2,094,904	(10,881)	3,363,439	-1%	62%	3,879,320	3,900,894	(21,574)
Total Public Health Mitigation Funding	951,322	951,317	5	1,037,800	0%	92%	946,995	951,313	(4,318)
Recoveries from Programs	10,899	29,167	(18,268)	10,000	-63%	109%	(24,859)	26,617	(51,475)
Program Fees	38,046	54,633	(16,587)	79,600	-30%	48%	34,559	47,326	(12,767)
Land Control Fees	189,425	215,000	(25,575)	225,000	-12%	84%	241,820	178,000	63,820
Program Fees Immunization	63,291	82,500	(19,209)	50,000	-23%	127%	22,075	45,826	(23,751)
HPV Vaccine Program	9,996	0	9,996	9,500	#DIV/0!	105%	5,194	0	5,194
Influenza Program	730	0	730	23,500	#DIV/0!	3%	220	0	220
Meningococcal C Program	1,479	0	1,479	7,000	#DIV/0!	21%	3,740	0	3,740
Interest Revenue	159,963	30,052	129,911	32,784	432%	488%	70,878	18,337	52,541
Other Revenues	200	13,750	(13,550)	15,000	-99%	1%	16,000	6,417	9,583
Total Fees and Recoveries	474,029	425,102	48,927	452,384	12%	105%	369,626	322,522	47,103
Total Public Health Revenue Annual	15,819,538	15,783,307	36,231	17,904,039	0%	88%	17,425,654	17,404,437	21,216
Public Health Fiscal April 2023 - March 2024									
Infection Prevention and Control Hub	402,272	402,267	5	603,400	0%	67%			
School Nurses Initiative	175,000	175,000	0	175,000	0%	100%			
Needle Syringe Program	13,530	13,533	(3)	20,300	0%	67%			
New Purpose-Built Vaccine Fridge	7,398	7,400	(2)	11,100	0%	67%			
PHI Practicum Program	20,000	20,000	0	30,000	0%	67%			
Security System Upgrades	91,600	61,067	30,533	91,600	50%	100%			
Upgrade Network Switches	61,085	61,100	(15)	61,100	0%	100%			
Total Provincial Grants Fiscal	770,885	740,367	30,518	992,500	4%	78%	0	0	0

Algoma Public Health
Expense Statement- Public Health
For Eleven Months Ending November 30, 2023
(Unaudited)

	Actual YTD 2023	Budget YTD 2023	Variance Act. to Bgt. 2023	Annual Budget 2023	Variance % Act. to Bgt. 2023	YTD Actual/ Budget 2023	Comparison Prior Year:		
							YTD Actual 2022	YTD BGT 2022	Variance 2022
Salaries & Wages	9,762,215	9,930,308	168,093	10,833,060	-2%	90%	\$ 9,440,804	\$ 10,283,894	\$ 843,090
Benefits	2,486,651	2,329,598	(157,053)	2,541,380	7%	98%	2,194,629	2,402,783	208,154
Travel	166,128	145,567	(20,561)	158,800	14%	105%	126,888	172,979	46,091
Program	1,480,516	1,134,066	(346,450)	1,237,163	31%	120%	1,089,152	1,207,078	117,926
Office	53,794	75,533	21,739	82,400	-29%	65%	53,165	61,783	8,618
Computer Services	865,373	821,234	(44,139)	895,892	5%	97%	804,677	781,379	(23,298)
Telecommunications	268,217	242,915	(25,302)	265,000	10%	101%	300,752	300,234	(518)
Program Promotion	32,405	41,250	8,845	45,000	-21%	72%	37,522	77,854	40,332
Professional Development	43,167	73,722	30,555	80,424	-41%	54%	36,820	78,963	42,143
Facilities Expenses	861,624	846,997	(14,627)	924,000	2%	93%	1,163,145	1,014,192	(148,953)
Fees & Insurance	392,955	368,208	(24,747)	383,500	7%	102%	339,852	320,275	(19,577)
Debt Management	419,302	419,302	0	457,421	0%	92%	419,302	419,302	0
Recoveries	0	0	0	0	#DIV/0!	0%	(6,750)	(24,750)	(18,000)
	\$ 16,832,347	\$ 16,428,700	\$ (403,647)	\$ 17,904,040	2%	94%	\$ 15,999,958	\$ 17,095,966	\$ 1,096,008

Reporting Period

The November 2023 financial reports include eleven months of financial results for Public Health. All other non-funded public health programs are reporting eight months of results from the operating year ending March 31, 2024.

Statement of Operations (see page 1)

Summary – Public Health and Non-Public Health Programs

In November 2023, APH received the revised 2023 Amending Agreement from the province identifying the approved funding allocations for APH's cost-shared and 100% funded programming. The annual budgets for public health programs have been updated to reflect these allocations. The following allocations/changes from the previous year are of significant note:

- A 1% or \$88,000 increase to base funding for cost-shared mandatory programs (pro-rated for the months of April through December)
- A \$129,800 annualized increase in base funding for the Ontario Senior Dental Care Program (pro-rated for the months of April through December).
- One-time fiscal funding totalling \$931,400 for special initiatives (including COVID school-focused nurses, which were funded from April through June of 2023)

As of November 30, 2023, Public Health calendar programs are reporting a \$367K negative variance – which is driven by a \$404K negative variance in expenditures.

Public Health Revenue (see page 2)

Our Public Health calendar revenues are within 1% of budget for 2023.

Although the province has confirmed that one-time extraordinary cost reimbursement for the COVID-19 programs will continue through 2023 (with approval and ongoing funding to be based on our Annual Service Plan and quarterly submissions to the province), no allocations have been provided to date. Our Annual Service Plan was submitted to the Ministry on April 3, 2023, and our Q3 Standards Activity report was submitted to the Ministry on October 31, 2023, forecasting the need for \$621K in COVID-19 one-time funds for the 2023 calendar year.

For the fiscal year ending March 2024, funding has been approved totaling \$993K, which includes continuation of the COVID School Focused Nurse initiative (which expired in June 2023) and \$61K of one-time funding related to upgrading of essential IT network switches which has been carried over from fiscal 2022-23, as approved by the Ministry in March 2023. Other initiatives for which one-time fiscal funding has been provided for include the needle syringe program, new purpose-built vaccine fridge, PHI practicum and capital security system upgrades. This amount also includes continued IPAC Hub funding for which APH received formal approval for funding totalling \$603K for the 2023-24 fiscal year in order to support enhancement of IPAC practices in congregate care settings in Algoma's catchment area.

No funding has been approved to date for COVID Recovery initiatives (\$650K was requested in 2022).

Public Health Expenses (see page 3)

Salaries & Benefits

There is a \$11K positive variance associated with salaries and benefits. This is driven by gapped position vacancies, which are largely offset by the increased cost of non-statutory benefits caused by significantly increased usage and fee rates year over year.

Travel

There is a \$21K negative variance associated with travel expenses. This is a result of management and front-line staff increasing travel related to district recovery work and also increased travel related to professional development opportunities.

Programs

There is a \$346K negative variance associated with programs. This is driven by ongoing COVID recovery initiatives (leadership and workforce development programs), physician coverage as well as increasing program demand for our Ontario Senior Dental program. We note that APH has requested an increase to base funding for the 100% funded Ontario Senior Dental program with the 2023 Annual Service Plan to fund these identified pressures. Although only a portion of our request has been approved to date, conversations with the Ministry related to required funding to maintain this program are ongoing, and APH has been instructed to continue programming as planned, with in-year funding opportunities to come to address ongoing pressures. On December 7, APH submitted a formal request for one-time funding totalling \$503K in order to reimburse for total forecasted pressures in this program identified for January 1 through December 31st, 2023.

Telecommunications

There is a \$25K negative variance associated with telecommunications driven by ongoing needs associated with implementation of retrofitting our office telecommunication systems for current needs based on full staff return to the office (which will result in cost savings of at least \$3K per month moving forward).

COVID-19 Expenses

COVID-19 Response

This program includes case and contact management as well as supporting the information phone lines. October year-to-date expenses were \$245K (versus \$1,972K this time last year).

COVID-19 Mass Immunization

This program includes the planning, support, documentation, and actual needles in arms of the various COVID-19 vaccines. October year-to-date expenses were \$269K (versus \$1,084K this time last year).

The majority of these costs consist of salaries and benefits costs of APH staff associated with the hours committed year to date to COVID response activities (versus work completed under normal 'home' program delivery).

Financial Position - Balance Sheet (see page 7)

APH's liquidity position continues to be stable, and the bank has been reconciled as of November 30, 2023. Cash includes \$2.1M in short-term investments.

Long-term debt of \$4.1 million is held by TD Bank @ 1.80% for a 60-month term (amortization period of 120 months) and matures on September 1, 2026. \$239k of the loan relates to the financing of the Elliot Lake office renovations, which occurred in 2015 with the balance, related to the financing of the 294 Willow Avenue facility located in Sault Ste. Marie. There are no material accounts receivable collection concerns.

Algoma Public Health
Statement of Financial Position
(Unaudited)

	November 2023	December 2022
Date: As of November 2023		
Assets		
Current		
Cash & Investments	\$ 5,096,421	\$ 6,759,408
Accounts Receivable	847,699	1,550,507
Receivable from Municipalities	29,936	6,482
Receivable from Province of Ontario		
<i>Subtotal Current Assets</i>	5,974,056	8,316,397
Financial Liabilities:		
Accounts Payable & Accrued Liabilities	1,246,512	1,319,570
Payable to Gov't of Ont/Municipalities	2,274,387	4,628,303
Deferred Revenue	271,134	317,901
Employee Future Benefit Obligations	2,849,656	2,849,656
Term Loan	3,702,106	3,702,106
<i>Subtotal Current Liabilities</i>	10,343,795	12,817,535
Net Debt	(4,369,739)	(4,501,139)
Non-Financial Assets:		
Building	23,012,269	23,012,269
Furniture & Fixtures	2,113,823	2,113,823
Leasehold Improvements	1,583,166	1,583,166
IT	3,284,893	3,284,893
Automobile	40,113	40,113
Accumulated Depreciation	-12,619,708	-12,619,708
<i>Subtotal Non-Financial Assets</i>	17,414,556	17,414,556
Accumulated Surplus	13,044,817	12,913,417

Algoma Public Health - Policy and Procedure Manual – Board Policies and Bylaws

APPROVED BY:	Board of Health	REFERENCE #:	02-05-087
DATE:	Original: Jun 26, 2019 Revised: Mar 24, 2021 Reviewed: Mar 22, 2023	SECTION:	Policies
		SUBJECT:	Board Member Terms of Office

The Algoma Public Health Board believes that its members, to be effective, should be appointed according to skills and attributes. Terms of Members should comply with Municipal and Provincial legislative requirements.

PURPOSE:

To ensure skill and experience is maintained with staggering of appropriate terms of office and regular turnover while maintaining experience and expertise.

BOARD MEMBERSHIP:

The Algoma Public Health Board may have a maximum of 15 members to represent the various jurisdictions with the Algoma catchment area. A skills and attributes matrix will facilitate a qualified and effective Board Membership. The Board of Health, through the Chair, Governance Chair and the Medical Officer of Health/CEO, will review the Board of Health Membership annually and complete the following tasks:

- request municipalities to submit the name of the new member when a current board member's term of office expires and send a letter of recommendation.
- notify the Public Appointment Secretariat, Ministry of Health, regarding provincial appointee: due to a resignation, vacancy or reappointment application and send a letter of recommendation

All Boards of Health have a legislative duty to comply with the Health Protection and Promotion Act (HPPA) as per below articles:

The Lieutenant Governor in Council may appoint one or more persons as members of a board of health, but the number of members so appointed shall be less than the number of municipal members of the board of health. R.S.O. 1990, c. H.7, s. 49 (3).

The term of office of a municipal member of a board of health continues during the pleasure of the council that appointed the municipal member but, unless ended sooner, ends with the ending of the term of office of the council. R.S.O. 1990, c. H.7, s. 49 (7).

The Algoma Public Board of Health Policy 02-05-001 describes the geographic jurisdiction and subsequent representation required for the Algoma Public Health Unit.

Provincial Board Members shall:

1. Apply through the appropriate provincial process for Provincial Appointees; skills and attributes required by the Algoma Board of Health will ensure the best quality of Board Membership
2. According to the Policy 02-05-001, Provincial appointees are appointed for a three-year term and may be renewed for one additional term not to exceed six years.

Municipal Board Members shall:

1. Be appointed by each appropriate Municipality with consideration of APH's skills and attributes matrix at the beginning of each term of office of the Municipal council.
2. The term of office of appointed Municipal members should extend for the duration of their 4-year term with an option of one additional term not to exceed eight years.

Prior to municipal or provincial appointments, the chair of APH Board of Health will recommend reappointment of members.

Algoma Public Health - Policy and Procedure Manual – Board Policies and By-laws

APPROVED BY:	Board of Health	BY-LAW #:	95-1
DATE:	Original: Dec 13, 1995 Revised: Jun 28, 2017 Reviewed: Nov 20, 2019 Revised: Sep 22, 2021 Revised: Sep 28, 2022	SECTION:	By-laws
		SUBJECT:	To Regulate the Proceedings of the Board of Health

The Board enacts as follows:

1. Interpretation

In this By-law:

- a) “Act” means the Health Protection and Promotion Act. R.S.O. 1990, Chapter H.7 as amended;
- b) “Board” means THE BOARD OF HEALTH FOR THE DISTRICT OF ALGOMA HEALTH UNIT, as prescribed;
- c) “Chair” means the person presiding at the meeting of the Board;
- d) “Chair of the Board” means the Chair elected under Section 57 of the Act which reads:
- e) At the first meeting of the Board of Health each year, the members of the Board shall elect one of the members to be Chair and one to be Vice-Chair of the Board for the year;
- f) “Committee” means a committee of the Board but does not include the Committee of the Whole;
- g) “Committee of the Whole” means all the members present at a meeting of the Board sitting in Committee;
- h) “Meeting” means a meeting of the Board;
- i) “Member” means a member of the Board;
- j) “Quorum” means a majority of the current members of the Board (MOHLTC Communication 2016) and that there must be at least five current members of the Board;
- k) “Secretary” means the Secretary of the Board of Health;
- l) Words that indicate singular masculine gender only shall include plural and/or feminine gender.
- m) “Conflict of Interest” as per A.P.H. policy 02-05-015: Conflict of Interest.

2. General

- a) The Board shall hold the first meeting each year not later than the first day of February. At the first meeting of the Board in each year, members of the Board shall elect one member to be Chair, one member to be First Vice-Chair and one member to be Second Vice-Chair of the Board for the year. The First Vice-Chair shall chair the Finance and Audit Committee, and the Second Vice-Chair shall chair the Governance Committee.
- b) The Board shall consist of the members as prescribed under the Act.
- c) Where a vacancy occurs in the Board by death, disqualification, resignation or removal of a member, the person or body that appointed the member shall appoint a person forthwith to fill the vacancy for the remainder of the term of the member.
- d) In all the proceedings at or taken by this Board, the following rules and regulations shall be observed and shall be the rules and regulations for the order and dispatch of business at the Board and in the Committee(s) thereof.
- e) Except as herein provided, **Robert's Rules of Order** shall be followed for governing the proceedings of the Board and the conduct of its members.
- f) A person who is not a member of the Board shall not be permitted to address the Board except upon invitation of the Chair subject to written request to the Secretary at least two weeks prior to the scheduled meeting.
- g) In unusual circumstances, persons who have not requested in writing to address the Board may address the Board, provided two-thirds of the Board's members are in agreement.

3. Meetings

- a) Regular Meetings:
 - i. The regular meetings shall be held at a date and time as stated in the Board's Activity Plan determined by the Board annually at its June meeting.;
 - ii. The Board may, by resolution, alter the time, day or place of any meeting;
 - iii. It is expected that commitments to regularly scheduled Board meetings be honoured by the Board members;
 - iv. Three consecutive absences from regular Board meetings by a member of the Board will be reviewed by the Chair of the Board with the member in question, following which notification may be forwarded to the appropriate municipality, council or the province.
- b) Special Meetings:
 - i. A special meeting of the Board shall not be called for a time which conflicts with a regular meeting previously called of (participating) council(s) or municipality(s).
 - ii. A special meeting may be called by the Chair of the Board of Health.

- iii. The Secretary shall call a special meeting upon receipt of a petition signed by the majority of Board members, for the purpose and at the time mentioned in the petition.

4. Notice of Meetings:

- a) The Secretary shall give notice of each regular and special meeting of the Board and of each Committee to the members thereof and to the heads of departments concerned with such meetings.
- b) The notice shall be accompanied by the agenda and any other matter, so far as is known, to be brought before such meeting.
- c) The notice for a regular meeting shall be delivered or sent by electronic means or courier to the residence or place of business of each member so as to be received no later than three working days prior to the day of the meeting.
- d) The notice for a special meeting may be sent by telephone or by electronic means, with the Secretary confirming receipt.
- e) No errors or omissions in giving such notice for the meeting shall invalidate it or any action taken.
- f) The notice calling a special meeting of the Board shall state the business to be considered at the special meeting, and no business other than that stated in the notice shall be considered at such meeting except with the unanimous consent of the members present and voting.

5. Preparation of the Agenda:

- a) The Secretary shall have prepared for the use of members at the regular meetings the Agenda as follows:
 - i. Call to Order
 - ii. Declaration of Conflict of Interest
 - iii. Adoption of Agenda
 - iv. Delegations / Presentations
 - v. Adoption of Minutes of Previous Meeting
 - vi. Business Arising from Minutes
 - vii. Report of Medical Officer of Health
 - viii. Reports of Committees
 - ix. New Business / General Business
 - x. Correspondence

- xi. Items for Information
- xii. Addendum
- xiii. In-Camera
- xiv. Open Meeting
- xv. Announcements / Next Committee Meetings
- xvi. Adjournment

- b) For special meetings, the Agenda shall be prepared when and as the Chair of the Board may direct or, in default of such direction, as provided in the last preceding section so far as is applicable.
- c) The business for each meeting shall be taken up in the order in which it stands upon the Agenda unless otherwise decided by the Board.

6. Commencement of Meetings:

- a) As soon as there is a quorum after the hour fixed for the meeting, the Chair of the Board or First Vice-Chair of the Board, if the Chair is not present or the Second Vice-Chair if the First Vice-Chair is not present, shall take the Chair and call the members to order.
- b) If the Chair or Vice-Chairs are not present or their duly appointed representative, but a quorum is otherwise achieved, the Secretary shall call the members to order, and a presiding officer shall be appointed by the Secretary to preside during the meeting or until the arrival of the person who ought to preside.
- c) If there is no quorum within 15 minutes after the time appointed for the meeting, the Secretary shall call the roll and take down the names of the members then present. If an absence of an expected Quorum occurs due to a health emergency or to weather conditions and business must be expedited, the Board shall have the privilege of designating items of business as essential to be expedited at that meeting. Under these conditions, the Board shall have the privilege of conducting the necessary items of business but such items shall be confirmed at the next meeting of the Board.

7. Rules of Debate and Conduct of Members of the Board

- a) The Chair shall preside over the conduct of the meeting, including the preservation of good order and decorum, ruling on point of order and deciding all questions relating to the orderly procedure of the meetings, subject to an appeal by any member to the Board from any ruling of the Chair.
- b) Each deputation will be allowed a maximum of one speaker for a maximum of 10 minutes, but a member of the Board may introduce a deputation in addition to the speaker or speakers. Normally, a deputation will not be heard on an item unless there is a report from staff on the item or upon agreement of two-thirds of the Board present.

- i. The Board shall render its decision in each case within five (5) working days after deputations have been heard.
- c) If the Chair desires to leave the Chair for the purpose of taking part in the debate or otherwise, the Chair shall vacate the Chair to one of the Vice-Chairs during the debate prior to the beginning of the debate to fill his place until he resumes the Chair.
- d) Every member, prior to speaking to any question or motion, shall be acknowledged by the Chair.
- e) When two or more members ask to speak, the Chair shall name the member who, in his opinion, first asked to speak. The Chair shall develop a speakers list when more than one member wishes to address each item.
- f) A member may speak more than once on a question but, after speaking, shall be placed at the foot of the list of members wishing to speak.
- g) A motion for introducing a new matter shall not be presented without notice unless the Board, without debate, dispenses with such notice by a majority vote and no report requiring action of the Board shall be introduced to the Board unless a copy has been placed in the hands of the members at least one day prior to the meeting, except by a majority vote, taken without debate.
- h) Every motion presented to the Board shall be written.
- i) Every motion shall be deemed to be in possession of the Board for debate after it is presented by the Chair but may, with permission of the Board, be withdrawn at any time before amendment or decision.
- j) When a matter is under debate, no motion shall be received other than a motion:
 - i. to adopt,
 - ii. to amend,
 - iii. to defer action,
 - iv. to refer,
 - v. to receive,
 - vi. to adjourn the meeting or
 - vii. that the vote be now taken.
- k) A motion
 - i. to refer or defer shall take precedence over any other amendment or motion except a motion to adjourn.
 - ii. to refer shall require direction as to the body to which it is being referred and is not debatable.
 - iii. to defer must include a reason for the deferral and is not debatable.

- l) When a motion that the vote be now taken is presented, it shall be put to a vote without debate, and if carried by a majority vote of the members present, the motion and any amendments thereto under discussion shall be submitted to a vote forthwith without further debate.
- m) Any member, including the Chair, may propose or second a motion, and all members, including the Chair, shall vote on all motions except when disqualified by reasons of interest or otherwise; a tie vote shall be considered lost. When the Chair proposes a motion, he shall vacate the Chair to one of the Vice-Chairs during debate on the motion and reassume the Chair following the vote.

8. Duties of the Secretary for the Board

- a) It shall be the duty of the Secretary:
 - i. to attend or cause an assistant to attend all meetings of the Board;
 - ii. to keep or cause to be kept full and accurate minutes of the meetings of all the Board meetings, text of By-laws and Resolutions passed by it; and
 - iii. to forward a copy of all resolutions, enactments and orders of the Board to those concerned in order to give effect to the same.
 - iv. to give all notices required to be given to the members.

9. Appointment and Organization of Committees

- a) At the first meeting in any year, the Board shall appoint the members required by the Board to standing committees(s) (Finance and Audit Committee, Governance Committee). When a new member(s) join the Board after the first meeting of the year, the Board shall appoint the new member(s) to one of the standing committees.
- b) The Board may appoint committees from time to time to consider such matters as specified by the Board.

10. Conduct of Business in Committees

- a) The rules governing the procedure of the Board shall be observed in the Committees insofar as applicable.
- b) It shall be the duty of the Committee:
 - i. to report to the Board on all matters referred to them and to recommend such action as they deem necessary;
 - ii. to report to the Board the number of meetings called during a year, at which a quorum was present, and the number of meetings attended by each member of the Committee;

and

- iii. to forward to the incoming Committee for the following year any matter undisposed of.

11. Procedures of the Board Covered by other By-laws

- a) The procedures of the Board with respect to:
 - i. incurring of liabilities and paying of accounts;
 - ii. authority for expenditures;
 - iii. audits;
 - iv. budgets and settlements;

Shall be in accordance with the By-laws #95-2 and #95-3.

12. Short Name

- a) The Board will use the short name Algoma Public Health for signage, communications and, promotional messaging and other matters as warranted.

13. Execution of Documents

- a) The Board may, at any time and from time to time, direct the manner in which and the person or persons who may sign on behalf of the Board any particular contract, arrangement, conveyance, mortgage, obligation, or other document or any class of contracts, arrangements, conveyances, mortgages, obligations or documents.
- b) In general, unless changed by a resolution of the Board, the following applies:
 - i. Budgets and Settlement Forms will be signed by the combination of Board member(s) and staff of the agency as required by Ministry specifications;
 - ii. Leases for real estate, mortgages or other loan documents will be signed by the Chair of the Board and by the Medical Officer of Health or Chief Executive Officer/Chief Administrative Officer;
 - iii. Leases or purchase agreements for vehicles, as approved in budgets, will be signed by the Senior Financial Leader of A.P.H. and/or the Medical Officer of Health or a Senior Administrative Leader(should two signatures be necessary);
 - iv. Purchase of service agreements with service providers for programs will be signed by the Medical Officer of Health or CEO/CAO and by the appropriate program Director.
 - v. Purchase of service agreements with service providers for financial, building and corporate services will be signed by the Medical Officer of Health or Senior Financial Leader of A.P.H. or Senior Administrative Leader.

14. Duties of Officers

- a) The Chair of the Board shall:
 - i. preside at all meetings of the Board;
 - ii. represent the Board at public or official functions or designate another Board member to do so;
 - iii. be ex-officio a member of all Committees to which he has not been named a member;
 - iv. complete performance appraisals according to Policy #02-05-080 of the Medical Officer of Health/CEO/CAO using input from the Medical Officer of Health/CEO/CAO as well as the members of the Board, with the results of this appraisal being shared with the Board members in-camera;
 - v. perform such other duties as may from time to time be determined by the Board.
- b) The First Vice-Chair shall have all the powers and perform all the duties of the Chair of the Board in the absence or disability of the Chair of the Board, together with such powers and duties, if any, as may be from time to time assigned by the Board. The Second Vice-Chair shall have all the powers and perform all the duties of the Chair of the Board in the absence or disability of both the Chair of the Board and the First Vice-chair, together with such powers and duties, if any, as may be from time to time assigned by the Board.

15. Amendments

- a) The Board shall consist of the members as prescribed under the Act; Any provision contained herein may be repealed, amended or varied, and additions may be made to this By-law by a majority vote of members present at the meeting at which such motion is considered to give effect to any recommendation contained in a Report to the Board, and such report has been transmitted to members of the Board prior to the meeting at which the report is to be considered. No motion for that purpose may be considered unless notice thereof has been received by the Secretary two weeks before a Board meeting, and such notice may not be waived, and in any event, no bill to amend this By-law shall be introduced at the same meeting as that at which such report or motion is considered.

16. Dismissal of Medical Officer(s) of Health

- a) A decision by the Board of Health to dismiss a Medical Officer of Health from office is not effective unless:
 - i. the decision is carried by the vote of two-thirds of the members of the Board; and
 - ii. the minister consents in writing to the dismissal. R.S.O. 1990 c.H7, s.66(1)
- b) The Board of Health shall not vote on the dismissal of a Medical Officer of Health unless

the Board has given to the Medical Officer of Health:

- i. reasonable written notice of the time, place and purpose of the meeting at which the dismissal is to be considered;
 - ii. a written statement of the reason for the proposal to dismiss the Medical Officer of Health; and
 - iii. an opportunity to attend and to make representation to the Board at the meeting.
- R.S.O. 1990, c.H7, S.66(2)

17. Reporting of Medical Officer of Health to the Board of Health/CEO

- a) The Medical Officer of Health/CEO of a board of health reports directly to the Board of Health on issues relating to public health concerns and to public health programs and services under this or any other Act. The Medical Officer of Health of a Board of Health is responsible to the Board for the management of the public health programs and services under this or any other Act. (HPPA, s.67(1) and (3))
- b) The Medical Officer of Health/CEO of a board of health is entitled to notice of and to attend each meeting of the Board and every Committee of the Board, but the Board may require the Medical Officer of Health/CEO to withdraw from any part of a meeting at which the Board or a Committee of the Board intends to consider a matter related to the remuneration or the performance of the duties of the Medical Officer of Health/CEO (HPPA, s70)

Enacted and passed by the Algoma Health Unit Board this 13th day of December 1995.

Original signed by
I. Lawson, Chair
G. Caputo, Vice-chair

Revised and passed by the Algoma Health Unit Board this 18th day of November 1998

Revised and passed by the Algoma Public Health Board February 2011

Revised and passed by the Algoma Public Health Board on this 28th day of October, 2015

Revised and passed by the Algoma Public Health Board on this 28th day of September 2016

Revised and passed by the Algoma Public Health Board on this 28th day of June 2017

Revised and passed by the Algoma Public Health Board on this 22nd day of September 2021

Revised and passed by the Algoma Public Health Board on this 28th day of September 2022

PLEASE ROUTE TO:

All Board of Health Members

All Members of Regional Health & Social Service Committees

All Senior Public Health Managers

January 18, 2024



January 2024 InfoBreak

This update is a tool to keep alPHA's members apprised of the latest news in public health including provincial announcements, legislation, alPHA activities, correspondence, and events. Visit us at alphaweb.org.

Leader to Leader - A Message from alPHA's President - January 2024



Happy New Year to all in local public health in Ontario. I hope everyone has had the opportunity for a happy, healthy and rejuvenating time with friends and family during the holiday season. Certainly, such restoration has been well-earned and critically important to our own well-being as we continue the mandate of keeping the people of Ontario healthy.

The 2024 year is upon us, and with it the promise of new challenges and opportunities. As I indicated in the December issue of the *Information Break*, alPHA now has a new 2024-2027 Strategic Plan to guide our work; I will be providing an update on this at the February 14-16, 2024 Symposium (to be held virtually). The Symposium features a number of topics and speakers that are key to the future of local public health. The draft Winter Symposium Program and the BOH Section Agenda can be found [here](#). The events that week include a climate change workshop titled, *Building Climate Resilient Health Systems*, and second workshop called *Thriving in Change: Building Resilience in Turbulent Times*, reflecting what we have witnessed in recent years and the work of local public health to address the challenges to come. alPHA is also providing its support for [The Ontario Public Health Convention \(TOPHC\)](#) taking place virtually (April 3) and in-person (March 26); I look forward to attending and assisting as alPHA President, and I thank and acknowledge the alPHA Board, membership and staff in all that we have done and do.

After so much time working remotely, I also look forward to engaging with many of you in-person at the alPHA conference June 5-7 in Toronto. The opportunity to meet in person and to share together will be very enjoyable, providing much additional benefit to our physical and mental well-being. alPHA will share more information about this exciting event at the Winter Symposium.

Our engagement with the province as they proceed with the Strengthening Public Health initiative (revising the Ontario Public Health Standards, voluntary mergers, and determining the long-term funding for local public health) continues as a top priority for alPHA, throughout 2024 and beyond.

An immediate task for alPHA is a submission for the provincial pre-budget consultation, making the case for public health as a critically important investment. We continue building on our past work using our survey data on the resilience of local public health and the return on our work (as communicated in our [infographic](#) and [submission](#)). To this end, it is important our submission also aligns with the most current of circumstances, as well as with input from the alPHA membership. With this in mind. I thank the many who provided such input into our letter, and I would like to thank Steven Rebellato, Affiliate Representative on the alPHA Board of Directors, for his deputation, made on behalf of alPHA on January 17th, to the Minister of Finance. Please note, a copy of the deputation is appended to the linked pre-budget submission (above).

With the new year comes the question of what will come and the promise of opportunity. I am always inspired by the excellence of our work in local public health, and I look forward to doing what I can as President to help achieve all that we can over the 2024 year.

Dr. Charles Gardner
alPHA President

Happy New Year from the alPHA Staff!



We would like to wish you all a very happy new year full of health, joy, and happiness!

**Please note our mailing address has changed to:
PO Box 73510, RPO Wychwood
Toronto, ON M6C 4A7**

Please update your records accordingly for correspondence, payments, and other remittances. Our telephone number and e-mail addresses remain the same.

Additionally, if your health unit has not yet moved to credit card or electronic fund transfers (EFTs) for payment, alPHa requests that you do so.

For further information, please contact info@alphaweb.org.

2024 Budget Consultations



alPHa has sent a submission, which focused on the financial requirements for a stable, locally based public health system. This includes budget pressures facing public health units, and funding for effectively meeting the Ontario Public Health Standards and the Healthy Babies Healthy Children program.

Steven Rebellato, Affiliate Representative on the alPHa Board of Directors, presented at the 2024 Pre-Budget Deputation to the Minister of Finance on Wednesday, January 17th. He spoke about the financial requirements for a stable, locally based public health system, noting the restoration the \$47-million in provincial annual based funding, the Ontario Public Health Standards review, and the Strengthening Public Health Initiative.

You can read the submission and deputation [here](#). Please note, these are linked as one document.

alPHa members are encouraged to participate and share their ideas with the government in the following ways:

- Survey: The government's online survey will close on January 31, 2024. [Take the survey.](#)
- Written Submissions: We encourage our members to provide submissions of their own to ensure local perspectives are considered. The government's submissions portal is open until January 31, 2024. [Submissions to the government.](#)
- Mail your submission to:
The Honourable Peter Bethlenfalvy
Minister of Finance
c/o Budget Secretariat
Frost Building North, 3rd Floor
95 Grosvenor Street
Toronto, Ontario M7A 1Z1
- Attend an in-person consultation in your area: email MOFconsultations@ontario.ca for more information.
- Additional information from the government can be found here: [Further Information on 2024 Budget Consultations.](#)

Registration is now open for the 2024 alPHa Winter Symposium, Section Meetings, and Workshops!

2024 Winter Symposium
Section Meetings and Workshops

alPHA
 Association of Local
PUBLIC HEALTH
 Agencies

Continue the important conversations on Ontario's local public health system's critical role, value, and benefit.

Members-only event
 Tickets: \$399 + HST

FEBRUARY 14 & 15

- Bonus workshops for registered members.

FEBRUARY 16

- Participate in online plenary sessions with public health leaders.
- BOH and COMOH Section meetings.

Hosted by alPHA with generous support from the University of Toronto's Dalla Lana School of Public Health and Eastern Ontario Health Unit.

Dalla Lana
 School of Public Health

EOHU
 Eastern Ontario Health Unit

BSEO
 Board of Health
 du Sud de l'Ontario

Please note that you must be an alPHA member to participate in the Pre-Symposium Workshops, Symposium or Section meetings.

Registration is now open for the online [2024 Winter Symposium, Section Meetings, and Workshops](#) that are taking place February 14th-16th! This event will discuss a variety of issues of key importance to public health leaders and you won't want to miss out.

On Friday, February 16th, from 8:30 a.m. to 4:30 p.m., there is an exciting lineup of Symposium and Boards of Health Section meeting topics, with a focus on Strengthening Public Health (including revising the Ontario Public Health Standards, voluntary mergers, and long-term funding for local public health) and key speakers: Dr. Charles Gardner, President, alPHA; Kelly Pender, Chief Administrative Officer, County of Frontenac; Dr. Piotr Oglaza, Medical Officer of Health and CEO, KFL&A and Wess Garrod, Chair, Board of Health, KFL&A; Franger Jimenez; John Allen, Partner, Allen & Malek LLP and Dr. Robert Kyle, Chair, alPHA – ONCA Compliance Working Group; Michael Sherar, President and CEO, Public Health Ontario; Dr. Kieran Moore, Chief Medical Officer of Health (invited); and Sabine Matheson, Principal, StrategyCorp.

In conjunction with the Symposium and Section meetings, we are holding two workshops. The first one, *Building Climate Resilient Health Systems*, is on Wednesday, February 14th, from 9 a.m. to 4:30 p.m. The workshop objectives are: to assist alPHA members in recognizing the importance of climate change to local public health, its programming, and its impact and risk to Ontario and need for ongoing planning; to achieve a shared understanding of the roles of local public health regarding climate change mitigation and adaptation; to share perspectives regarding the status of

challenges from, action on and response to climate change among local public health agencies; and to assist alPHA members in developing tools needed to manage heat-related adaptation and 2024 preparation.

On the afternoon of Thursday, February 15th, from 1 p.m. to 3 p.m., we will hold the second workshop: *Thriving in Change: Building Resilience in Turbulent Times* with Tim Arnold from [Leaders For Leaders](#). This workshop is designed to help you navigate the tricky and turbulent moments you face in the workplace. The interactive session integrates change management, emotional intelligence, and resilience, providing you with a holistic toolkit to thrive amidst unprecedented change, tight timelines, and high-stress work environments.

These workshops are being offered at no additional cost to Symposium registrants and you will be registered automatically when you sign up for the Winter Symposium. Separate registrations are not available for individual events.

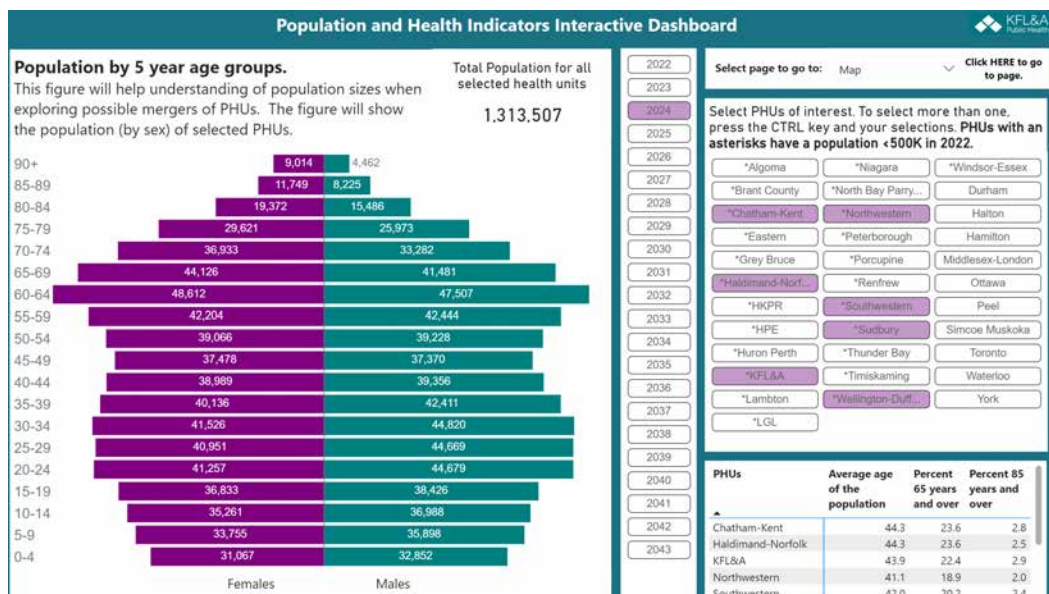
The following documents can be accessed by clicking on the links below:

- [Event flyer](#)
- [Symposium draft program](#)
- [BOH Section Meeting draft agenda](#)
- [Building Climate Resilient Health Systems workshop draft agenda](#)
- [Thriving in Change: Building Resilience in Turbulent Times workshop](#)

Registration is for alPHA members only, (please note, you do not need to create an account on the alPHA website in order to register for the event) and the cost is \$399+HST (and is inclusive of the Symposium, Workshops, and Section Meeting and you only need to register once to attend all of the events). The closing date to register is Wednesday, February 7, 2024. Please note, the best way to pay for your registration is via credit card or Electronic Fund Transfer.

alPHA would like to thank the University of Toronto's Dalla Lana School of Public Health and Eastern Ontario Health Unit for their generous event support!

Population and Health Indicators Interactive Dashboard



KFL&A would like to share with members the population dashboard they created to facilitate exploratory discussions regarding voluntary mergers between Boards of Health. To view the dashboard, click [here](#). **Please note, this will be featured as part of a session at the Winter Symposium.**

Boards of Health: Shared Resources



A resource [page](#) is available on alPha's website for Board of Health members to facilitate the sharing of and access to information, orientation materials, best practices, case studies, by-laws, resolutions, and other resources. **In particular, alPha is seeking resources to share regarding the province's Strengthening Public Health Initiative, including but not limited to, voluntary mergers and the need for long-term funding for local public health.** If you have a best practice, by-law or any other resource that you would like to make available via the newsletter and/or the website, please send a file or a link with a brief description to gordon@alphaweb.org and for posting in the appropriate library.

Resources available on the alPHa website include:

- [Orientation Manual for Boards of Health](#) (Revised Feb. 2023)
- [Review of Board of Health Liability, 2018](#), (PowerPoint presentation, Feb. 24, 2023)
- [Legal Matters: Updates for Boards of Health](#) (Video, June 8, 2021)
- [Obligations of a Board of Health under the Municipal Act, 2001](#) (Revised 2021)
- [Governance Toolkit](#) (Revised 2022)
- [Risk Management for Health Units](#)
- [Healthy Rural Communities Toolkit](#)
- [The Ontario Public Health Standards](#)
- [Public Appointee Role and Governance Overview](#) (for Provincial Appointees to BOH)
- [Ontario Boards of Health by Region](#)
- [List of Units sorted by Municipality](#)
- [List of Municipalities sorted by Health Unit](#)
- [Map: Boards of Health Types](#)
- [NCCHPP Report: Profile of Ontario's Public Health System](#) (2021)
- [The Municipal Role of Public Health\(2022 U of T Report\)](#)
- [Boards of Health and Ontario Not-for-Profit Corporations Act](#)

Calling all Executive Assistants/Administrative Assistants!



The poster for the alPHa 2024 Executive Assistant/Administrative Assistant Virtual Workshop features a woman in the foreground looking at a computer screen displaying a virtual meeting with several participants. The background is a vibrant blue and green wave pattern. The alPHa logo is at the top left, and a calendar icon is next to the date.

alPHa
Association of Local
PUBLIC HEALTH
Agencies

2024
Executive Assistant/
Administrative Assistant
Virtual Workshop

FEBRUARY 14, 2024
1:00pm – 3:00pm EST

alPHa's Executive Assistant/Administrative Assistant **Virtual** Workshop is a wonderful opportunity for colleagues to connect with one another from across the province, sharing ideas and enhancing their skills.

Event Focus:

- Successfully navigating challenging and turbulent times.
- Inspiration and tools for dealing with unprecedented change, tight timelines, challenging individuals, and high-stress work environments.

Registration is \$149 +HST

Please note that you must be an Executive Assistant or an Administrative Assistant at a health unit to attend.

alPHa is excited to announce that registration has opened for the [Executive Assistant/Administrative Assistant Workshop](#)! This virtual event will be held on

\$149+HST and the final day to register is Wednesday, February 7th, 2024.

The workshop, called *Thriving in Change: Building Resilience in Turbulent Times*, will be put on by Tim Arnold from [Leaders For Leaders](#) and will “help you navigate the tricky and turbulent moments you face in the workplace. This interactive session seamlessly integrates change management, emotional intelligence, and resilience, providing you with a holistic toolkit to thrive amidst unprecedented change, tight timelines, and high-stress work environments.”

To learn more about this event, you can view the flyer [here](#).

Please note, you do not need to create an account on the alPHa website in order to register for the workshop. However you must be an Executive Assistant/Administrative Assistant to a medical officer of health/board of health at a health unit to participate.

alPHa would also like to thank Melissa Ziebarth from Renfrew County District Health Unit and Kathy Proksch from Region of Waterloo, Public Health for being part of the Workshop Planning Committee and for their assistance with planning this event.

We hope to see you online February 14th!

Hold the date for the 2024 alPHa Conference and AGM!



The alPHa Conference and AGM will be held in-person June 5-7, 2024 in Toronto. Further details, including accommodation information, will be shared at the alPHa Winter Symposium.

Association of Municipalities of Ontario (AMO) letter and Rural Ontario Municipal Association (ROMA) Conference



On Monday, January 15, AMO sent a letter to the Hon. Sylvia Jones, addressing Health Human Resources issues. They address burnout and fatigue leading to staff leaving the health system (or finding more flexible work elsewhere). They also address how public health, if adequately staffed, can ease the pressure on the acute and primary care system. If you want to read more, click [here](#).

Are you an alPHA member attending the ROMA Conference that is taking place January 21-23 and/or attending meetings or making a deputation at this event? Don't forget alPHA has numerous resources available to you, including the recent [pre-budget submission](#).

Ontario Public Health Directory Update



alPHA is in the process of updating the [Ontario Public Health Directory and After-Hours Emergency list](#). If you have any updates, please review both documents, highlight the changes, and send it to communications@alphaweb.org by Friday, February 2, 2024.

How to Stay Healthy in the Winter Infographic



Want to improve your physical and mental health during the winter months? Our [latest infographic](#) can help! Check it out for tips on how to stay healthy, improve your mental health, and ensure you prevent seasonal respiratory illnesses.

Don't forget to head to alPHA's website to [read more of our infographics](#) to help you improve your health and wellness.

Affiliates Update

Affiliates

Association of Local Public
Health Agencies



Ontario Dietitians in Public Health
Diététistes en santé publique de l'Ontario

Ontario Dietitians in Public Health (ODPH)

ODPH authored a [communication](#) to members of the National Finance Committee of the Senate of Canada urging their support of bill S-233, National Framework for a Guaranteed Livable Basic Income Act. Progress on bill S-233 can be found [here](#).

Congratulations to ODPH Peer Recognition Awards winners, Marcia Dawes, Region of Peel Public Health, and Lauren Kennedy, Peterborough Public Health, who were

honoured for their contributions to public health dietetics.

TOPHC 2024



[Registration for TOPHC 2024 has launched!](#) Here's what you can expect:

- In-person workshops: March 26, 2024 - (at Beanfield Centre, Toronto); Interactive workshops, with opportunities for in-person networking. The cost to attend in-person workshops is \$125.
- Virtual session: April 3, 2024 - An exciting program with a variety of interactive presentations that will inspire ideas and spark conversations with colleagues. The cost to attend the virtual convention is \$250, which includes access to the 2024 Virtual Library for six months following the event. Discounts for multiple registrations are available.

There are six confirmed workshops on a variety of topics, including: advancing health equity, avoiding burnout, wildfire season, chronic disease prevention, enteric outbreaks, and rapid review basics. Here is the [program-at-a-glance](#).

For more info, visit the TOPHC website: tophc.ca

RRFSS - Use it or lose it!



One of the benefits of RRFSS is that the survey runs continuously and PHUs can join annually or three times during the year (January, May and September). To date, 29 Ontario health units have used RRFSS at some point over the years to help fill their data gaps.

This flexibility also means it gives PHUs the ability to skip months or years of RRFSS data collection and currently RRFSS membership is at its all time low. This is in part

due to the pandemic; PHUs have had to shift priorities away from risk factor surveillance to deal with competing priorities and financial constraints. If RRFSS membership does not increase, the sustainability of the surveillance system is in jeopardy. Therefore, if your PHU is considering joining RRFSS, we urge you to do it sooner rather than later.

There are many proven benefits to joining RRFSS and a July 2023 survey of RRFSS-participating health units highlighted that full control over survey content and specifications and the timely delivery of data as benefits of RRFSS. Additional benefits include:

- Fast response to emerging issues
 - e.g., In the summer of 2020, RRFSS quickly developed 12 new COVID-19-related modules that were available to health units on the new RRFSS online survey.
- Timely data
 - Data is delivered three times per year, about two months following the end of a four-month data collection cycle.
- Fills data gaps
 - RRFSS provides much-needed local data to understand local health inequities that are not available from the CCHS.
- Customizable data
 - PHUs have complete control over survey content, with the ability to choose or develop locally-relevant questions (current questions can be found [here](#)).
- Collaboration
 - PHUs share expertise and reduce their survey costs by sharing the administrative costs associated with CATI setup, data collection and datafile preparation by ISR.
- Supports local economy
 - ISR is a non-profit academic research centre that employs only local Ontario resident interviewers with no outsourcing or automated recordings.

For more information about joining the longest running **local** risk factor surveillance system in the world, contact Lynne Russell, RRFSS Coordinator: lynnerussell@rrfss.ca.

Calling all Ontario Boards of Health: Level up your expertise with our NEW training courses designed just for you!



Don't miss this unique opportunity to enhance your knowledge and strengthen local public health leadership in Ontario.

BOH Governance training course

Master public health governance and Ontario's Public Health Standards. You'll learn all about public health legislation, funding, accountability, roles, structures, and much more. Gain insights into leadership and services that drive excellence in your unit.

Social Determinants of Health training course

Explore the impact of Social Determinants of Health on public health and municipal governments. Understand the context, explore Maslow's Hierarchy of Needs, and examine various SDOH diagrams to better serve your communities.

Speakers are Monika Turner and Loretta Ryan.

Reserve your spot for in-person or virtual training now! Visit [our website](#) to learn more about the costs for Public Health Units (PHUs). Let's shape a healthier future together.

Additionally, thank you to all the public health agencies who have shown interest in our BOH courses. ALPHA staff are currently coordinating the bookings and are pleased to see the uptake.

BrokerLink Insurance



In partnership with ALPHA, [BrokerLink](#) is proud to offer preferred home and auto insurance rates for members. An annual insurance review is a great opportunity to

consider any major life events or changes made in the last year that may require adjustments to your insurance coverage. Check out BrokerLink's reasons to do an Annual Insurance Review on your policies prior to their renewal date, and learn about the 2024 Grand Group Giveaway [here](#).

alPHA Correspondence



Through policy analysis, collaboration, and advocacy, alPHA's members and staff act to promote public health policies that form a strong foundation for the improvement of health promotion and protection, disease prevention, and surveillance services in all of Ontario's communities. A complete online library of submissions is available [here](#). These documents are publicly available and can be shared widely.

- [alPHA Letter - 2023 Ontario Budget](#)
- [AMO Letter - Health Human Resources](#)

Public Health Ontario



Updated Respiratory Virus Outbreaks Considerations for Public Health Planning

This [updated resource](#) outlines key considerations for public health units to support facilities in their jurisdiction to prepare for and respond to respiratory virus outbreaks and the mix of viruses that may circulate during a typical respiratory virus season. Topics covered include: immunization, monitoring, testing, anti-viral use, cohorting, staffing, outbreak declaration and communications.

Hand Hygiene

PHO's has released a suite of seven new hand hygiene resources to support education and training, hand hygiene product placement and skin care assessment, as part of a health care setting's overall hand hygiene program. They include:

- [Hand Hygiene Product Placement](#)
- [Maintenance of Hand Hygiene Products and Equipment Checklist](#)
- [Hand Hygiene Product Placement Checklist Patient, Resident, or Client and Hallway Area](#)
- [Effect of Cleaning and Sterilization Processes on the Cutting Efficiency of Dental Burs](#)
- [How to Protect Your Skin: A Self-Assessment Checklist](#)
- [Caring For Your Hands](#)
- [Four Moments of Hand Hygiene](#)
- [FAQ: Glove Use and Hand Hygiene](#)

Additional Resources

- [Canadian Health Equity Related Glossaries](#)
- [Smoke-Free Series: Post-Consumer Waste of Tobacco and Vaping Products](#)
- [Carbapenemase-producing Enterobacteriaceae in Ontario: 2022 Annual Summary](#)
- [Ontario Respiratory Virus Tool](#)

Burnout among public health workers in Canada: A cross-sectional study

Singh et al. BMC Public Health (2024) 24:48
<https://doi.org/10.1186/s12889-023-17572-w>

BMC Public Health

RESEARCH

Open Access

Burnout among public health workers in Canada: a cross-sectional study



Japteg Singh¹, David E-O Poon², Elizabeth Alvarez³, Laura Anderson³, Chris P. Verschoor^{3,4}, Arielle Sutton⁵, Zayya Zendo⁵, Thomas Piggott^{3,6}, Emma Apatu¹, Donna Churipuy⁶, Ian Culbert⁷ and Jessica P. Hopkins^{3,8*}

A new study led out of Public Health Ontario and, published in BMC Public Health, finds 79 per cent of public health workers in Canada meet criteria for burnout and 49 per cent of participants reported harassment because of their work during the pandemic. Read more [here](#).

Upcoming DLSPH Events and Webinars

Dalla Lana

School of Public Health

- [CQ Seminar - Navigating tensions in paradigm bridging: Methodological lessons learned in Inuit Nunangat](#) (Jan. 19)
- [CanPath Trainee Research Webinar: The Built Environment, Metabolites, and Cancer Risk](#) (Jan. 22)
- [Vaccine Access, Equity and the Importance of Communication](#) (Jan. 22)
- [Health Inc. 3.3: How the baby food industry influences infant and young child feeding](#) (Jan. 25)
- [Stage International Speaker Seminar Series \(ISSS\) with Michael Wu](#) (Feb. 2)

News Releases

The most up to date news releases from the Government of Ontario can be accessed [here](#).



Our mailing address is:
PO Box 73510, RPO Wychwood
Toronto, ON M6C 4A7
Canada

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You can [update your preferences](#) or [unsubscribe](#)

Please see the resolutions below passed by Gore Bay Council on January 8th, 2024.

15692

Moved by Dan Osborne

Seconded by Aaron Wright

WHEREAS, our municipality does not currently exclusively operate a cemetery, but does so in partnership with our neighboring municipality Gordon Barrie Island; AND WHEREAS, a letter has been received containing recommendations for support by Ontario municipalities; AND WHEREAS Gore Bay Council acknowledges the operation of a cemetery poses additional burdens;

THEREFORE BE IT RESOLVED THAT Gore Bay supports the recommendations outlined in the received letter from Clearview Township pertaining to the operation of a cemetery in a municipality's jurisdiction and this resolution be circulated to Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Mike Mantha and all Ontario municipalities.

Carried



Corporation of the Municipality of Calvin

Council Resolution

Date: January 30, 2024

Resolution Number: 2024- 30

Moved By: Councillor Manson

Seconded By: Councillor Grant

Whereas under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed; And Whereas over the last decade, there has been an increase in the number of churches and local cemetery boards initiating processes to transfer ownership or abandon their owned and operated cemeteries to the local municipality due to such issues as high maintenance costs, inaccuracy of records, lack of financial and human resources to effectively operate and maintain the cemetery, increased regulatory processes regarding training, selling of interment rights, financial operation of the care and maintenance fund, etc.;

And Whereas municipalities experience the same issues and pressures that churches and local boards experience with the operation and maintenance of cemeteries within its jurisdiction, and additional transfers of cemetery lands only compound the burden on municipal taxpayers; And Whereas cemeteries are important infrastructure where the reasonable costs for interment rights, burials, monument foundations, corner stones and administration charges do not sufficiently support the general operation of cemeteries;

And Whereas the interest earned from the care and maintenance fund(s) of a cemetery do not provide adequate funding to maintain the cemetery with the rising costs of lawn and turf maintenance contracts and monument restoration;

Now Therefore Be It Resolved that Council for the Corporation of the Municipality of Calvin requests that the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) consider the following to assist municipalities in this growing concern of cemetery transfers:

- Amending the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;

- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries;
 - Provide free training opportunities for municipalities regarding cemetery administration; and,
 - Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost;
- And that this resolution be circulated to the Hon. Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Jill Dunlop, MPP Vic Fedeli and all Ontario municipalities.

Results: Carried

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	☐	☐
Councillor Grant	☐	☐
Councillor Latimer	☐	☐
Councillor Manson	☐	☐
Councillor Moreton	☐	☐

January 22, 2024

Please be advised that during the regular Council meeting of January 16, 2024 the following motion regarding support for the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements was carried:

RESOLUTION NO. 2024-46

DATE: January 16, 2024

MOVED BY: Councillor Nieman

SECONDED BY: Councillor Branderhorst

WHEREAS By-Law 3256-2013, being a By-Law to Establish, Maintain, and Operate a Fire Department established service level standards for the Corporation of the County of Prince Edward Fire Department;

AND WHEREAS apparatus and equipment are directly tied to the delivery of fire protection services authorized by Council in By-Law 3256-2013, and a safe, reliable and diverse fleet is required to serve operational needs;

AND WHEREAS fire Apparatus is governed by industry best practices, the application of law and recognized industry partners, including the Ontario Fire Service Section 21 Guidance Notes, National Fire Protection Association Standards, The Occupational Health and Safety Act, and Fire Underwriters Survey (FUS);

AND WHEREAS Fire Underwriters Survey (FUS) is a provider of data, underwriting, risk management and legal/regulatory services focusing on community fire-protection and fire prevention systems in Canada, establishing apparatus replacement schedules based on safety and risk mitigation practices;

AND WHEREAS on November 16, 2023, Council, received report FD-06-2023 regarding asset Management - Fire Apparatus Fleet Report and noted the budgetary pressures of meeting FUS replacement schedules;

AND WHEREAS no provincial funding is available for new fire trucks, yet, small and rural municipalities must meet the same standards set by FUS as larger municipalities for fire equipment, including additional pressure to move fire trucks out when they reach a specific age, even though they can still meet the safety regulations;

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of Prince Edward County direct the Mayor to draft a letter to MPP Minister Todd Smith requesting a meeting to discuss the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements; and

THAT the Mayor draft a letter to FUS requesting the creation of a new community fire-protection and fire prevention insurance system that does not put all municipalities under the same umbrella, with distinct categories for rural and urban municipalities;

THAT this resolution be sent to Premier Doug Ford, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, Paul Calandra, Minister of Municipal Affairs and Housing requesting a response on this matter within 30 days of receipt; and

THAT this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), and The Eastern Ontario Wardens' Caucus (EOWC).

CARRIED

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Nieman, Councillor Branderhorst, Marcia Wallace, CAO and Fire Chief Chad Brown

TAY TOWNSHIP

450 Park Street
PO Box 100
Victoria Harbour, Ontario
L0K 2A0



January 25, 2024

Ontario Association of Fire Chiefs
520 Westney Road South, Unit 22
Ajax, ON, L1S 6W6

sent via email info@oafc.on.ca

Re: Resolution of Support of Bill C-310

Good afternoon,

On January 24th, 2024, during the Regular Meeting of Council, the Council of the Township of Tay passed the following resolution:

That Council receive and support the resolution from the Municipality of Wawa related to Bill C-310 and that a letter of support be distributed accordingly.

Please see enclosed the resolution passed by the Municipality of Wawa to call upon the Government of Canada to support Bill C-310 and enact amendments to subsections 118.06 (2) and 118.07 (2) of the Income Tax Act in order to increase the amount of the tax credits for volunteer firefighting and search and rescue volunteer services from \$3,000 to \$10,000.

Sent on behalf of the Township of Tay Council.

Kind regards,

Katelyn Johns, MPPA
Municipal Clerk
Enclosure

Cc: Algoma Mutual Aid Association, Association of Municipalities of Ontario, and all Ontario municipalities.

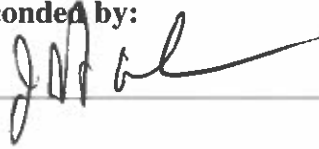


The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, November 7, 2023

Resolution # RC23265	Meeting Order: 10
Moved by: 	Seconded by: 

WHEREAS Canada has 90,000 volunteer firefighters who provide fire and all hazard emergency services to their communities; in addition, approximately 8,000 essential search and rescue volunteers respond to thousands of incidents every year; and

WHEREAS many of these individuals receive some form of pay on call, an honorarium, or are given some funding to cover expenses, but they do not draw a living wage from firefighting; and;

WHEREAS without volunteer firefighters and search and rescue volunteers, thousands of communities in Canada would have no fire and emergency response coverage; and;

WHEREAS in 2013, the federal government initiated a tax credit recognizing these individuals, and calling on the federal government to increase this tax credit from \$3,000 to \$10,000; and;

WHEREAS volunteer firefighters account for 71% of Canada's total firefighting essential first responders;

- The tax code of Canada currently allows volunteer firefighters and search and rescue volunteers to claim a \$3,000 tax credit if 200 hours of volunteer services were completed in a calendar year;
- This works out to a mere \$450 per year, which we allow these essential volunteers to keep of their own income from their regular jobs, \$2.25 an hour;
- If they volunteer more than 200 hours, which many do, this tax credit becomes even less;
- These essential volunteers not only put their lives on the line and give their time, training and efforts to Canadians, but they also allow cities and municipalities to keep property taxes lower than if paid services were required;

p.2...



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

- It would also help retain these volunteers in a time when volunteerism is decreasing.

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Municipality of Wawa call upon the Government of Canada to support Bill C-310 and enact amendments to subsections 118.06 (2) and 118.07 (2) of the Income Tax Act in order to increase the amount of the tax credits for volunteer firefighting and search and rescue volunteer services from \$3,000 to \$10,000; and;

FURTHERMORE THAT a copy of the resolution be shared with the Association of Fire Chiefs of Ontario, Algoma Mutual Aid Association, Association of Municipalities of Ontario and all Ontario municipalities.

RESOLUTION RESULT		RECORDED VOTE		
☒	CARRIED	MAYOR AND COUNCIL	YES	NO
☐	DEFEATED	Mitch Hatfield		
☐	TABLED	Cathy Cannon		
☐	RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
☐	PECUNIARY INTEREST DECLARED	Jim Hoffmann		
☐	WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

- ☐ Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk: _____

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL

This document is available in alternate formats.

Corporate Services

January 26, 2024

Re: Social and Economic Prosperity Review

Please be advised that the Council of the Corporation of the Town of Orangeville, at its Regular Council Meeting held on January 22, 2024, approved the following resolution:

WHEREAS current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life; and

WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year; and

WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation; and

WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure; and

WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises; and

WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity; and

WHEREAS property taxpayers – including people on fixed incomes and small businesses – can't afford to subsidize income redistribution programs for those most in need; and

WHEREAS the province can, and should, invest more in the prosperity of communities; and

WHEREAS municipalities and the provincial government have a strong history of collaboration; now

THEREFORE, BE IT RESOLVED THAT the Town of Orangeville requests the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario; and

FURTHER THAT a copy of this motion is sent to the Premier of Ontario, Doug Ford; the MPP, Sylvia Jones; and all municipalities in Ontario.

Carried.

Yours truly,

A handwritten signature in cursive script that reads "Raylene Martell".

Raylene Martell
Town Clerk

February 1, 2024

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Via Email: premier@ontario.ca

Dear Premier Ford:

Re: Social and Economic Prosperity Review

Please be advised that the Council of the Town of Hanover adopted the following resolution at their meeting of January 15, 2024 regarding the above noted matter;

Moved by COUNCILLOR KOEBEL Seconded by COUNCILLOR HOCKING

Whereas current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life;

Whereas nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year;

Whereas municipal revenues, such as property taxes, do not grow with the economy or inflation;

Whereas unprecedented population and housing growth will require significant investments in municipal infrastructure;

Whereas municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises;

Whereas inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity;

Whereas property taxpayers – including people on fixed incomes and small businesses – can't afford to subsidize income re-distribution programs for those most in need;

Whereas the province can, and should, invest more in the prosperity of communities;

Whereas municipalities and the provincial government have a strong history of collaboration;

Therefore be it resolved that the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario;

And further that a copy of this motion be sent to the Minister of Municipal Affairs and Housing, and to the Association of Municipalities of Ontario.

CARRIED

Should you have any questions or concerns, please do not hesitate to contact the undersigned.

Respectfully,



Tanya Patterson
Deputy Clerk

/tp

cc: Hon. Steve Clark, Minister of Municipal Affairs and Housing
Honourable Rick Byers, MPP Bruce-Grey-Owen Sound
Association of Municipalities of Ontario
Ontario Municipalities



CORPORATION OF THE TOWNSHIP OF RYERSON

Date: November 28, 2023

Resolution Number: R-186-23

Moved by: Councillor ~~Miller~~ ABBOTT

Seconded by: Councillor Patterson

Be it resolved that Ryerson Township Council supports resolution number RC23265 dated November 7, 2023, from the Municipality of Wawa calling the government to support Bill C-310 and enact amendments to subsections 118.06 (2) and 118.07 (2) of the Income Tax Act in order to increase the amount of the tax credits for volunteer firefighting and search and rescue volunteer services from \$3,000 to \$10,000.

Carried ☒ **Defeated** ☐

(Chair Signature)

Declaration of Pecuniary Interest by: _____

RECORDED VOTE					
Vote called by Clerk in random order, Chair to vote last					
Members of Council		Yea	Nay	Abstention	Absent
Councillors	Beverly Abbott				
	Glenn Miller				
	Delynne Patterson				
	Dan Robertson				
Mayor	George Sterling				

January 29, 2024

Sent via email

Attn: Minister of Municipal Affairs and Housing

RE: Notice Policy and Procedure By-law Update

I am writing to advise you that at the Town of Newmarket Council meeting held on January 22, 2024, Council adopted the following recommendations regarding the above referenced matter:

1. That the report entitled Notice Policy and Procedure By-law Update dated January 15, 2024 be received; and,
2. That the updated Notice Policy be adopted; and,
3. That the Procedure By-law amendment be adopted; and,
4. That Council supports the resolution of the Township of McKellar, that the Provincial government make an amendment to the Legislation Act, 2006 to include digital publications as an acceptable means of publication for notice requirements for all provincial acts and regulations; and,
5. That a copy of this resolution be submitted to the Minister of Municipal Affairs and Housing, Paul Calandra; Attorney General, Doug Downey; The Association of Ontario Municipalities (AMO); and all Ontario Municipalities; and,
6. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Yours sincerely,



Kiran Saini
Deputy Clerk

KS:eth



Legislative Services
Town of Newmarket
395 Mulock Drive
P.O. Box 328 Station Main
Newmarket, ON L3Y 4X7

clerks@newmarket.ca
tel.: 905-953-5300
fax: 905-953-5100

Copy:
Doug Downey, Attorney General
Association of Ontario Municipalities (AMO)
All Ontario municipalities



**Town of Newmarket Council Extract
Council - Electronic**

Title: Notice Policy and Procedure By-law Update

Date: Monday, January 22, 2024

Moved by: Councillor Twinney

Seconded by: Councillor Kwapis

1. That the report entitled Notice Policy and Procedure By-law Update dated January 15, 2024 be received; and,
2. That the updated Notice Policy be adopted; and,
3. That the Procedure By-law amendment be adopted; and,
4. That Council supports the resolution of the Township of McKellar, that the Provincial government make an amendment to the Legislation Act, 2006 to include digital publications as an acceptable means of publication for notice requirements for all provincial acts and regulations; and,
5. That a copy of this resolution be submitted to the Minister of Municipal Affairs and Housing, Paul Calandra; Attorney General, Doug Downey; The Association of Ontario Municipalities (AMO); and all Ontario Municipalities; and,
6. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

Notice Policy

Policy Number: Corp. 1-02

Policy Statement and Strategic Plan Linkages

The Municipal Act, 2001 as amended requires that a municipality shall adopt and maintain a policy with respect to the circumstances in which the municipality shall provide notice to the public and the form, manner and times notice shall be given.

Purpose

This policy will outline the circumstances of notice and the form, manner and times that notice shall be given on matters where there is statutory notice required pursuant to the Municipal Act, 2001, the Ontario Heritage Act, and the Planning Act as amended. This policy does not intend to address notice requirements that may be required by other legislation or policy.

Definitions

In this policy:

Digital Newsletter means an online publication that the Town uses to communicate information.

Newspaper means a printed publication having general circulation in the municipality.

Notice means a digital or printed notification available to the public.

Town means the Corporation of the Town of Newmarket.

Website means the official Town of Newmarket website.

Provisions

1. The minimum public notice requirements and times are set out in Schedule "A" attached.
2. Notices that are to be published on the Website shall be the responsibility of the appropriate Town staff member (i.e., affected department).
3. Notices shall be written in plain language and in an accessible manner.
4. Notices shall include the following information as appropriate:

- 4.1. A description of the proposed action or the purpose and effect of the proposed by-law.
 - 4.2. The date, time, and location of the meeting (if required).
 - 4.3. Instruction on obtaining additional information, submitting comments, or attending a public meeting.
5. Staff may choose to provide additional or more comprehensive methods of notice at their discretion.
6. If a matter for which notice was given under this policy is deferred, adjourned, or continued to a future Committee of the Whole or Council meeting:
 - 6.1. All statutory requirements for notice of the future meeting will be complied with, if required.
 - 6.2. For non-statutory matters a public statement will be made at the meeting advising that the matter has been deferred, adjourned or continued to a future meeting specified in the statement.

Urgency Provision

If a matter arises which in the opinion of the Chief Administrative Officer in consultation with the Mayor is considered to be of an urgent or time sensitive nature, the notice requirements of this policy shall be waived and the appropriate staff shall make best efforts to provide as much notice and in the manner that is reasonable under the circumstances.

Cross-References

Accountability and Transparency Policy
Procedure By-law 2020-12 as amended.
Sale of Land Policy
Community Engagement Policy
Delegation By-law 2016-17 as amended.

Contact

Legislative Services, clerks@newmarket.ca

Details

Approved by: Council
Approval Date:
Policy Effective Date:
Last Revision Date: December 7, 2017
Revision No: 002

Appendix A – Notice Standards

1. Council and Committee of the Whole meetings

Legislative requirement per the Municipal Act, 2001, s. 238 (2.1): The procedure by-law shall provide for the public notice of meetings.

Town's Notice Standard: The Procedure By-law will provide the form, manner and time for notice of public meetings.

2. Planning Act notices

Legislative requirement per the Planning Act: There are various requirements under the Planning Act for public notice depending on the matter.

Town's Notice Standard: Notice will be provided in the form, manner and time required by the Planning Act. Where the Planning Act requires public notice in a newspaper, notice shall be given in accordance with the definition of Notice in this policy.

3. Change in composition of Council and changes to ward boundaries

Legislative requirement per the Municipal Act, 2001, s. 222 (3): Notice must be provided of the passing of a by-law within 15 days after adoption specifying the last date for filing of an appeal.

Town's Notice Standard: Notice will be provided in writing, on the Town's website and in the Town's Digital Newsletter within 15 days after adoption of a by-law to change the composition of Council or to the ward boundaries.

4. Financial statements

Legislative requirement per the Municipal Act, 2001, s. 295 (1) (a) (ii): Within 60 days after receiving the audited financial statements for the previous year the treasurer shall publish a notice in a newspaper having general circulation in the municipality that the audited financial statements for the previous year are available.

Town's Notice Standard: Notice will be provided in writing, on the Town's website and in a Digital Newsletter within 60 days after receiving them.

5. Tax sales

Legislative requirement per the Municipal Act, 2001, s. 351 (8): Public notice must be given by the treasurer or their agent of the time and place of the auction, and the name of the person whose personal property is to be sold.

Town's Notice Standard: Notice will be provided in writing, on the Town's website and in any other manner as appropriate within 30 days.

6. Changing the name of a private road

Legislative requirement per the Municipal Act, 2001, s. 48: Public notice must be given of the intention to pass a by-law changing the name of a private road.

Town's Notice Standard: Notice will be provided when a written agenda, containing the change in private road name, is published on the Town's website and within the timeframe as established by the Town's Procedure By-law.

7. Intent to designate a property as having cultural heritage value or interest.

Legislative requirement per the Ontario Heritage Act, s. 26 (4): Where a municipality is required by this Part to publish a notice in a newspaper having general circulation in the municipality, notice given in accordance with a policy adopted by the municipality under section 270 of the Municipal Act, 2001 is deemed to satisfy the requirement of this Part to publish notice in a newspaper.

Town's Notice Standard: A notice required under the Ontario Heritage Act will be provided in writing, on the Town's website for a period of 30 days. The notice will comply in all other respects with the requirements of the Ontario Heritage Act including a description of the property, statement of heritage value, and timeline for a notice of objection.

Procedure By-law Edits due to Local Paper no longer in circulation.

12. Cancellation or Postponement of Meetings

- a) A regular, special, or emergency Meeting of Council or Committee of the Whole or a workshop Meeting of Council may be cancelled or postponed where Quorum cannot be achieved, by Council resolution, in the event of an emergency, or where the Meeting is no longer required, as deemed by the Mayor and/or CAO.
- b) The Clerk gives Notice on the Town's website and time permitting, using the Town's electronic newsletter to indicate the cancellation or postponement of a regular, special, or emergency Meeting of Council or Committee of the Whole or a workshop Meeting. Where time is limited, a Notice is posted at the main entrance to the Municipal Office.
- c) Meetings of other Committees may be cancelled or postponed by the Clerk, Recording Secretary, Chair or other assigned person where Quorum cannot be achieved, due to a lack of business items, by Committee resolution, or in the event of an emergency.

14. Notice of Meetings

- a) The Clerk gives Notice of a Meeting of Council or Committee of the Whole by:
 - i) Providing Council with a regular agenda on each Thursday preceding a Meeting day of Council and each Thursday ten days in advance of a Meeting day of a Committee of the Whole.
 - ii) Providing Council with a revised agenda on each Thursday preceding the Meeting day of the Committee of the Whole.
 - iii) Using the Town's website to indicate the date and time of the Meeting of Council or Committee of the Whole.
 - iv) Time permitting, using the Town's electronic newsletter to indicate the date and time of the Meeting of Council or Committee of the Whole.
- b) The Clerk, Recording Secretary or other assigned person gives Notice of Meetings of other Committees, including regular Meetings of the Joint Council Committee (Central York Fire Services) by:
 - i) Providing an agenda to Committee Members one week prior to the Meeting.
 - ii) Time permitting, using the Town's website to indicate the date and time of the Meeting of the Committee.
- c) The Clerk gives Notice of special Meetings of Council or Committee of the Whole by:
 - i) Providing Council with an agenda in person, by telephone, by mail, or electronic mail at least 24 hours prior to the Meeting.

- ii) Using the Town's website to indicate the date and time of the special Meeting of Council or Committee of the Whole.
 - iii) Time permitting, using the Town's electronic newsletter to indicate the date and time of the special Meeting of Council or Committee of the Whole.
- d) The Clerk gives Notice of emergency Meetings of Council or Committee of the Whole by:
 - i) Providing Notice to Council in person, by telephone, by electronic mail, or in the form of an agenda that indicates the date and time of the Meeting and general nature of the matters to be discussed.
 - ii) Using the Town's website to indicate the date and time of the emergency Meeting of Council or Committee of the Whole.
 - iii) Time permitting, using the Town's electronic newsletter to indicate the date and time of the emergency Meeting of Council or Committee of the Whole.
- e) The Clerk gives Notice of workshop Meeting of Council by:
 - i) Providing, at least 24 hours in advance, Notice to Council in person, by telephone, by mail or electronic mail that indicates the date and time of the workshop Meeting and the general nature of the matters to be discussed.
 - ii) Using the Town's website to indicate the date and time of the workshop, and time permitting.
 - iii) Time permitting, using the Town's electronic newsletter to indicate the date and time of the workshop Meeting.

15. Notice of Meetings Closed to the Public

- a) Where a matter may be considered by Council, Committee of the Whole, or a Committee for discussion in closed session, wherever possible, written Notice will include:
 - i) The fact that the Meeting will be closed to the public as provided by the appropriate legislation;
 - ii) The general nature of the matter to be considered at the closed Meeting.

16. Invalidation of Notice of Meeting

- a) If a Meeting Notice is substantially given, but varies from the form and manner provided in this Procedure By-law, the ability to hold the Meeting and the actions taken at the Meeting are not invalidated.



Town of Newmarket
395 Mulock Drive P.O. Box 328,
Newmarket, Ontario, L3Y 4X7

Email: info@newmarket.ca | Website: newmarket.ca | Phone: 905-895-5193

Posting Statutory Public Notices

January 3, 2023

With the local Newspaper Newmarket Era dissolved due to Metroland filing for bankruptcy, the following are measures to post and advertise Statutory Public Notices.

1. Post to News and Notices on the corporate website
 - a. Content will be under the following category: **Public Notice** and **Planning Notice**
 - b. The news article will appear on the homepage, and a section of the website called Statutory Public Notices.
2. Post to the Newmarket Calendar if a meeting is involved (i.e. statutory public meeting)
3. Advertise on Social Media on X (formerly Twitter) and Facebook. If a Statutory Public Meeting is involved, a Facebook event will be created. All social media posts will be linked back to the Public Notice on the Town's website.
4. If a statutory meeting is involved, advertise on NewmarketToday.ca and YorkRegion.com event pages

Optional:

1. A public service announcement (PSA) with the statutory notice will be sent to the local media. Note: sending out a PSA does not guarantee that a local newspaper will publish an article about the meeting.
2. Monthly Neighbor advertisement: purchase a standing advertisement in Neighbour.
 - a. This is the only printed media publication in Newmarket; however, it is a monthly publication with a longer-lead time and therefore does not meet the objective and Legislative definition of a paper to provide timely, quick turnaround public notice.
 - b. While we can't print a public notice directly in the publication due to lead times, a standing advertisement could include a QR code that drives back to the Newmarket webpage with the latest public notices.



Town of Newmarket
395 Mulock Drive P.O. Box 328,
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Email: info@newmarket.ca | Website: newmarket.ca | Phone: 905-895-5193

Notices to the Public: Communication Options

Background:

On September 15, 2023, Metroland Media, the company of the Town of Newmarket's local newspaper Newmarket Era announced the ending of all local papers effective immediately. The dissolution of the local paper also saw the end of the Town's print publication option for statutory notices/meetings and the Town Page (a weekly ad in the Newmarket Era that advertises public events, notices, upcoming Council Meetings and more).

The following are some communications tactics the Town can consider using to continue to provide sufficient public notice to the community.

Internal Resources:

Newmarket Website – newmarket.ca

Newmarket.ca has various components that can be used to advertise public notices, meetings, and events. These include a community calendar, designated webpage, a notice under news and notices that appear on the front of the website.

Pros:

- Town-owned communications vehicle; existing cost
- Ability for the Town to advertise its own news and notices
- Can be updated in a timely manner
- Ability to direct members of the public to visit the Newmarket website in combination with other tactics, such as a media release, social media post, digital ad, banner/road signs and more.

Cons:

- News items can get lost with the amount of information on the website
- Most users do not visit Newmarket's site via the homepage. Many searches through Google to find their desired content
- Requires the user to visit Newmarket's site for more information
- Unable to reach audiences who do not have access to a computer / mobile device

Public Engagement website – heynewmarket.ca

Projects that have a public engagement component are encouraged to have a project page on Heynewmarket.ca. The public engagement tools and tactics make it easier for users to provide

their feedback, learn about the project and stay up to date with the project timelines and more. HeyNewmarket project pages are included on all communications collateral to drive users to the project webpages (i.e. letter to residents, on-site signage at the location of the project, social media and more)

Pros:

- Town-owned communications vehicle; existing cost
- Ability for the Town to communicate project updates
- It is used in conjunction with other tactics such as a media release, social media post, digital ad, banner/road signs and more.
- Ability to direct members of the public to visit the Newmarket website in combination with other tactics.
- Can be updated in a timely manner.

Cons:

- Requires the user to visit this site for more information.
- Unable to reach audiences who do not have access to a computer / mobile device

Council Slides at the beginning of Council Meetings

Prior to the Council meeting starting, a series of Town news and advertisements are cycled on the screen.

Pros:

- Town-owned communications vehicle; no hard costs
- Opportunity as another avenue to push Town messaging out to the public.
- Potential to reach the audience who may be engaged but without computer access who attend Council meetings in person (limited audience)

Cons:

- Limited exposure to the community. Only available to those who are watching the Council Meeting.

LCD Screens (inside and outside facilities)

Newmarket had LCD screens inside and outside of facilities to help promote Town events and news. There is an ability to select which facilities you'd like to have the ads played across.

Pros:

- Town-owned communications vehicle; existing cost
- Ability to reach audiences within and in and around our facilities.
- Does not require access to a computer or mobile device for initial information

Cons:

- News can get lost with other initiatives and campaigns being advertised on the LCD Screens and distractions at facilities
- Inside facility screens require extra design work (not as fluid)
- Doesn't reach people who are not already engaged with the Town in some way.
- Requires user to go to a website for more information

Neighbourhood Mailouts

The Town of Newmarket can consider sending out targeted letter mailout for statutory meetings to a wider audience in conjunction with statutory requirements.

Pros:

- Opportunity to reach audiences at their home.
- Option to ensure residents are aware of upcoming statutory notices.

Cons:

- Higher cost – to send a 11X14 double sided print piece (unaddressed mail) to an estimated 16,416 households and businesses using Canada Post, the mailing costs are estimated at \$2,500 with additional costs for printing. Addressed mail costs are significantly higher at approximately \$20,000 in delivery costs alone.
- Inability to ensure mail gets to residents in a timely manner
- Tighter timelines to have items printed and dropped off at Canada Post for delivery.
- Hand delivery by staff will require many resources.
- Addresses with 'no junk mail' will not receive the letter if it is unaddressed.
- Can be costly and time consuming for staff to produce, get printed professional and then arrange to be delivered by Canada Post. RFP may be required if services exceed \$20k.
- Canada post delivers by delivery routes and postal codes. Some subdivisions may not receive the notice if they border on neighboring municipalities.

Advertisement within the Property Tax Bill

There is an opportunity to include important information as an insert along with the Property Tax Bill. Finance uses an external marketing company to print and issue Property Taxes which may require increased budget and lead time.

Pros:

- Opportunity to reach Newmarket property owners with Town News

Cons:

- Not all property owners opt in to receive a paper property tax bill.
- Renters are excluded from the distribution.
- Can be costly.
- Additional lead time may be required.

Media Release / Public Service Announcement

Newmarket can consider sending out a Statutory meeting announcement to the Town's local and regional media groups which in turn can be published as an article online and or mentioned through a radio update.

Pros:

- Town-owned communications vehicle; existing cost
- Opportunity to leverage online media sites to publish news articles related to statutory meetings

Cons:

- Potential increase in media calls to the department regarding the meeting.
- Media may not pick up all media releases sent to them and publish it into an article.

Social Media Campaigns and Posts

Social media posts on Facebook, X (formerly Twitter) and Instagram are used to promote public notices, meetings, and important information. Social media posts can be organic (non-paid) or paid to reach a wider audience.

Pros:

- Town-owned communications vehicle; low and scaleable cost for paid advertising
- Ability to reach audiences that currently follow the Town's social media channels and or produce paid ads to reach an even wider audience.
- Multiple platforms to reach audiences regarding Town News
- A resource that the Town currently uses and has adopted strategies to reach audiences.

Cons:

- Unable to reach audiences that do not have access to a computer/mobile device or does not follow the Town of Newmarket.
- Less control over who can see social media ads due to social media algorithms. Time-based versus popularity of the post.
- The Town needs to sign up for other forms of social media in order to reach an even wider audience (i.e. Snapd Chat, Tik Tok, online forums such as Reddit etc.)

External Resources:

Digital ads with Newmarket Today

Corporate Communications currently places digital ads with Newmarket Today. These digital ads are placed at random beside news articles throughout the website. The Town currently has three-sizes of ad placements for the site. Two of which can be changed at any time and one that can only be updated once a month.

Pros:

- Opportunity to market long terms initiative and link back to the Town's site if the user wishes to learn more.
- A different channel to market to Newmarket residents and surrounding communities
- Works better for long-term campaigns and initiatives (i.e., to Sign up for a Town's newsletter, or a new initiative such as ASE that has a long educational period timeframe)
- Could consider an ad driving to Meetings and another driving to Development Applications and ensure this page has information clearly available about all upcoming statutory meetings.

Cons:

- External resource; monthly cost per advertisement
- Can be blocked by ad blockers (if the user has ad blockers installed)
- Cannot control the frequency that the user sees the ad (digital ads are at random)
- Low click-through rates due to limited exposure to audiences



Monthly ads with Neighbor (formerly Snap'd)

Neighbor media, formerly known as Snap'd produces a monthly printed magazine that is currently distributed for free inside Newmarket facilities and in and around the community. Neighbor focuses on community events that involve the Town, Councillors, MPs and MPPs.

Pros:

- Option to provide a 'print' version of communication to the community.
- Free distribution from Neighbor in Town facilities and businesses

Cons:

- Unknown readership

- Long lead time given it's a monthly publication, therefore would not meet the public notice objectives for timely notice. However, we could consider a standing paid Town advertisement with a QR code linking to a website with updated information.
- External resource; monthly cost per advertisement

Advertisement within the Newmarket Hydro Bill

NT power provides an opportunity to use a portion of the bill to communicate messages to the bill receivers in Newmarket (450 characters max). One month prior to when you want the notice to go out is preferred as NT power has planned programming that may need to be shifted.

Pros:

- Opportunity to reach Newmarket Property Owners/Renters
- No external costs

Cons:

- Not all renters or landlords receive Hydro Bills
- Message may not be conveyed since this is appearing on the hydro bill. Topics will need to be tied back to have a connection with Hydro or services.
- Managed by Newmarket Hydro and the Town may not have priority in posting messages.

Interim Solution

- Post statutory ads on the Town's website with a link to the full ad, and supplement the advertising of the ads via the Town's current communications channels (i.e. social media, e-newsletter etc.)
 - **Consider:** Statutory Ads can be sent out as an advisory to the local media.
 - Newmarket will supplement this by posting the ad on the website and advertising the meeting on various communication channels.
 - **Note:** This option may lead to more media calls, and we cannot guarantee if the media will pick up and advertise the meeting.
 - Use existing communication channels to encourage residents to sign-up for e-news. Campaigns can be conducted to entice users to sign up. Include signage at facility kiosks or pull up banners to encourage people to sign-up for news
- Print hard copies of the e-newsletters and place a few copies at high-traffic facilities (i.e. Seniors Meeting Place). Consider also distributing or posting at select facilities outside of Town, such as condos, doctor's office waiting rooms.
- Monthly Neighbor advertisement: purchase a standing advertisement in Neighbour.
 - This is the only printed media publication in Newmarket; however, it is a monthly publication with a longer-lead time and therefore does not meet the objective and Legislative definition of a paper to provide timely, quick turnaround public notice.
 - While we can't print a public notice directly in the publication due to lead times, a standing advertisement could include a QR code that drives back to the Newmarket webpage with the latest public notices.

Longer Term Solution

- Conduct a town-wide survey on the Town's communications and how residents would like to receive information. This can be done via phone, at community events, and an all household/business mail-out.
- Options can include, how they would like to be informed of meetings and public input opportunities and general Town news.
- Findings from the survey will help make data-based decisions to determine the next steps on how to proceed with Town communications.

Other Solutions require more research into the legalities.

- Become our own news source. Using blogs, publish our own news and promote it on our own social media channels, effectively becoming our own news source to be a 'local paper'.



Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario P0G 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

October 19, 2023

Hon. Doug Downey
Attorney General
McMurtry-Scott Bldg 11th Flr, 720 Bay St.
Toronto, ON M7A 2S9

Sent via email: Doug.Downey@ontario.ca

RE: Call for an Amendment to the *Legislation Act, 2006*

Dear Mr. Downey,

At the Regular Meeting of Council held on October 17, 2023, the Council of the Corporation of the Township of McKellar carried the following resolution:

Resolution No. 23-671

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

WHEREAS Metroland Media Group has sought bankruptcy protection and will cease the print publication of its weekly community newspapers across Ontario, moving to an online-only model; and

WHEREAS Neil Oliver, Chief Executive Officer and President of Metroland Media Group, said the 71 Metroland community publications will be digital only going forward; and

WHEREAS the *Legislation Act, 2006* provides a definition of “newspaper” which applies to every Ontario Act and Regulation, as in a provision requiring publication, means a document that, (a) **is printed in sheet form**, published at regular intervals of a week or less and circulated to the general public, and (b) consists primarily of news of current events of general interest; (“journal”); and

WHEREAS Ontario Municipalities are required to follow publication and notice requirements for Provincial Acts and Regulations; and

WHEREAS communities such as the West Parry Sound Area cannot comply with publication requirements in Provincial Acts and Regulations as the Parry Sound North Star news publication is no longer being printed in sheet form and there are no other local news publications fitting the definition of “newspaper”; and

WHEREAS some small, rural, Ontario Municipalities may not have the means to bring an application to the Court to ask for directions and approval of an alternate manner of providing notice;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby request the Provincial government to make an amendment to the *Legislation Act, 2006* to include digital publications as an acceptable means of publication and notice requirements for Provincial Acts and Regulations; and

FURTHER request the support of all Ontario Municipalities; and

FURTHER THAT this resolution be forwarded to the Minister of Municipal Affairs and Housing, Paul Calandra; Parry Sound-Muskoka MPP, Graydon Smith; The Association of Ontario Municipalities (AMO); CEO and President of Metroland Media Group, Neil Oliver and all Ontario Municipalities.

Carried

Regards,



Karlee Britton
Deputy Clerk
Township of McKellar
deputyclerk@mckellar.ca
(705) 389-2842 x5

cc:

Paul Calandra, Minister of Municipal Affairs and Housing
Graydon Smith, MPP Parry Sound-Muskoka
The Association of Ontario Municipalities (AMO)
Neil Oliver, CEO & President, Metroland Media Group
All Ontario Municipalities

Agenda Number: 6.7

Resolution Number: 2024-009

Title: Association of Municipalities of Ontario (AMO) Policy Update - Social and Economic Prosperity Review

Date: Wednesday, January 24, 2024

Moved by Mario Zanth

Seconded by Geneviève Lajoie

Whereas current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life;

And whereas nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility, and expenditures are outpacing provincial contributions by nearly \$4 billion a year;

And whereas municipal revenues, such as property taxes, do not grow with the economy or inflation;

And whereas unprecedented population and housing growth will require significant investments in municipal infrastructure;

And whereas municipalities are being asked to take on complex health and social challenges, like homelessness, supporting asylum seekers, and addressing the mental health and addictions crises;

And whereas inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity;

And whereas property taxpayers, including people on fixed incomes and small businesses, cannot afford to subsidize income re-distribution programs for those most in need;

And whereas the province can, and should, invest more in the prosperity of communities;

And whereas municipalities and the provincial government have a strong history of collaboration.

Be it resolved that the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario.

Be it further resolved that a copy of this Resolution be circulated to all the municipalities in Ontario.

Carried as amended

Mélissa Cadieux, Clerk



Corporation of the Municipality of Calvin

Council Resolution

Date: January 30, 2024

Resolution Number: 2024-31

Moved By: Councillor Moreton

Seconded By: Councillor Manson

Background: Before Calvin township became a township, it was burned by numerous forest fires. This was before the time of fire towers, water bombers, and municipal fire departments. A 1881 report from Lawrence Tallan, Provincial Land surveyor, states: *"The township of Calvin has been traversed by repeated and severe fires – so well have the flames done their work that with the exception of an insignificant portion, scarcely a vestige of the original timber remains."*

History has a way of repeating itself, and now rural municipalities and remote areas need more than ever to be prepared to respond to forest fires. Invasive pests like the emerald ash borer and the spruce bud worm are killing large numbers of trees, leaving copious amounts of dry kindling in our forests just waiting for a careless human or a lightning strike. Our forests are choked with deadfall and forest fires are becoming increasingly difficult to control. Add to this the effects of rising temperatures and drier seasons, or climate change, and we could be facing increasingly disastrous forest fires. This is not the time to be caught short with limited forest fire-fighting resources.

Jordan Omstead of the Canadian Press recently wrote: "But as Canada's water bombers age – and wildfire seasons are expected to intensify – some wildland

firefighters and emergency preparedness experts say the country needs to prop up its fleet of firefighting aircraft, even though several provinces are playing down concerns about capacity.” He quotes Eric Davidson, president of the Ontario Professional Association of Wildland Firefighters, “We’re really starting to see the effect of the aging fleet.”

The article further states the John Gradek, lecturer at McGill University estimates that almost half of the larger water bombers used to fight Canadian forest fires are nearing the end of their service life.

However, a Canadian company making a large skimmer-style water bomber is backed up with orders from European countries until the end of the decade.

Ontario has its own fleet of aircraft. They have 20 fixed-wing aircraft which includes 9 CL215 and CL415 water bombers that are 24 years old on average. The remaining 11 aircraft are an average of 54 years old. Melissa Candelaria, a spokesperson for Minister Graydon Smith says the MNR can handle Ontario fires with these aircraft, but Jennifer Kamau, communications manager for the Canada Interagency Forest Fire Centre, CIFFC, noted that other provinces contract out firebombers and last year there was a strain in Canada to get the resources to areas in need because there were so many fires across the country at the same time and very few aircraft available.

Peter Zimonjic of the CBC quoted the Canadian Association of Fire Chiefs (CAFC) President Ken McMullen, “It's not often that the fire chiefs sound the alarm. We are very concerned about this impending crisis that the summer of 2024 and beyond is going to bring our sector.”

In 2023 we all smelled the smoke and saw the sky turn brown. Buildings can be replaced, but lives cannot. And once an area is burned it takes more than a lifetime for it to return to its original state.

WHEREAS Forest fires are a very real threat to rural municipalities.

AND WHEREAS smoke from forest fires put people's health at risk. This is especially true of children and the elderly. The David Suzuki Foundation reports that wildfires kill many thousands of people per year and most of the deaths are from smoke inhalation.

AND WHEREAS forest fires are a very real danger to the climate and according to The Guardian, in 2023 they emitted three times as much carbon as the entire carbon footprint of Canada.

AND WHEREAS according to the John Crace interview in The Guardian with William Kurz, a retired scientist with Natural Resources Canada, around two billion tonnes of carbon have been released into the atmosphere from forest fires in 2023.

AND WHEREAS carbon emissions from forest fires are not counted against Canada's Paris agreement commitments, according to Kurz, but they far exceeded all of the emissions tied to Canada's economy (670 mega tonnes, or 0.67 billion tonnes, according to Environment and Climate Change Canada).

AND WHEREAS that standing healthy forest serves as a carbon sink, drawing in carbon, but once destroyed by fire, even though second growth takes its place, it is much less effective for many decades.

AND WHEREAS the federal government owns no water bombers and assists the provinces through the CIFFC, Canadian Interagency Forest Fire Centre, a spokesperson with CIFFC says that last year there were too many requests and not enough inventory to meet the needs of the country.

AND WHEREAS as reported by De Havilland Canada who manufacture the Canadian made water bomber, they have contracts with European countries for the next 22 of its new DHC-515 planes, which will take until 2029 or 2030 to complete and there will be very little production available to replace the aging water bombers in Ontario and the rest of Canada.

NOW THEREFORE BE IT RESOLVED THAT the council of the Corporation of Calvin Township urges and encourages the Federal Government to commit additional funds for cost sharing of provincial firefighting and to consider the development of a national strategy of firefighting. Furthermore, we urge the federal government to consider the measures necessary for acquiring a national fleet of Canadian-made waterbombers, with home bases strategically located to best serve and respond to the needs of rural communities, and a national fire administration to better coordinate and manage efforts across the country. We also encourage the introduction of a program similar to the Joint Emergency Preparedness Program (JEPP) which was ended in 2013.

And we encourage Minister Graydon Smith to step up the on-the-ground firefighting capability and water bomber acquisitions in Ontario.

AND THAT this resolution be forwarded to The Right Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Bill Blair, Minister of National Defence, The Honourable Doug Ford, Premier of Ontario, The Honourable Graydon Smith, Minister of Natural Resources and Forestry of Ontario, The Honourable Vic Fideli, Minister of Economic Development Ontario, the Federation of Canadian Municipalities (FMC) and the Association of Municipalities Ontario (AMO).

AND THAT this resolution be shared with all 444 municipalities in Ontario for their consideration and adoption.

Results: Carried

Recorded Vote:

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	☐	☐
Councillor Moreton	☐	☐
Councillor Latimer	☐	☐
Councillor Grant	☐	☐
Councillor Manson	☐	☐



Municipality of Killarney

February 1, 2024

Honourable Doug Ford
Premier of Ontario
Email Only: premier@ontario.ca

Dear Premier Ford:

Re: Amendment to the Occupational Health & Safety Act to Clarify the Definition of “Employer”

Attached hereto is Resolution #24-006 that was passed by the Council of the Municipality of Killarney at their Regular Meeting held January 17th, 2024 which supports Resolution CC2023-303 passed by the City of Greater Sudbury on December 5th, 2023 requesting that the Province amend the *Occupational Health and Safety Act* to clarify the definition of “employer” to exclude owners that have contracted with a constructor for a project.

We look forward to your favorable reply regarding this request.

Sincerely,
THE MUNICIPALITY OF KILLARNEY


(Mrs.) Angie Nuziale
Administrative Assistant

cc: *City of Greater Sudbury*
Honourable David Piccini, Minister of Labour, Immigration, Training & Skills Development
Honourable Paul Calandra, Minister of Municipal Affairs and Housing,
France Gelinas, MPP for Nickel Belt,
Jamie West, MPP for Sudbury,
Association of Municipalities of Ontario
Federation of Northern Ontario Municipalities
Ontario's Big City Mayors,
Mayors and Regional Chairs of Ontario
Northern Ontario Large Urban Mayors
Council of Ontario Construction Associations
Ontario Chamber of Commerce.

Word: Letters-Sudbury-Employer Definition-01-02-2024

Main Office:
32 Commissioner Street
Killarney, Ontario
P0M 2A0

Tel: 705-287-2424
Fax: 705-287-2660

E-mail:
inquiries@municipalityofkillarney.ca

Public Works Department:
1096 Hwy 637
Killarney, Ontario
P0M 2A0

Tel: 705-287-1040
Fax: 705-287-1141

website:
www.municipalityofkillarney.ca



The Corporation of the Municipality of Killarney
32 Commissioner Street
Killarney, Ontario
P0M 2A0

MOVED BY: Nikola Grubic
SECONDED BY: Mary Bradbury

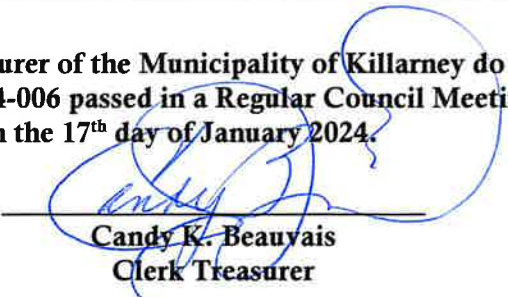
RESOLUTION NO. 24-006

BE IT RESOLVED THAT the Municipality of Killarney hereby supports Resolution CC2023-303 passed by the City of Greater Sudbury on December 5th, 2023 requesting that the Province amend the *Occupational Health and Safety Act* to clarify the definition of “employer” to exclude owners that have contracted with a constructor for a project;

FURTHER THAT a copy of this resolution be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, France Gelin, MPP for Nickel Belt, Jamie West, MPP for Sudbury, the Association of Municipalities of Ontario, the Federation of Northern Ontario Municipalities, Ontario's Big City Mayors, Mayors and Regional Chairs of Ontario, Northern Ontario Large Urban Mayors, the Council of Ontario Construction Associations, and the Ontario Chamber of Commerce.

Resolution Result	Recorded Vote		
	Council Members	YES	NO
☒ CARRIED	Mary Bradbury		
☐ DEFEATED	Robert Campbell		
☐ TABLED	Dave Froats		
☐ RECORDED VOTE (SEE RIGHT)	Nikola Grubic		
☐ PECUNIARY INTEREST DECLARED	Michael Reider		
☐ WITHDRAWN	Peggy Roque		

I, Candy Beauvais, Clerk-Treasurer of the Municipality of Killarney do certify the foregoing to be a true copy of Resolution #24-006 passed in a Regular Council Meeting of The Corporation of the Municipality of Killarney on the 17th day of January 2024.


Candy K. Beauvais
Clerk Treasurer

December 12, 2023

Sent Via Email

Municipalities of Ontario

Re: Amendment to the Occupational Health and Safety Act to Clarify the Definition of "Employer"

The following resolution was passed by Council of the City of Greater Sudbury on December 5, 2023:

PO BOX 5000 STN A
200 BRADY STREET
SUDBURY ON P3A 5P3

CP 5000 SUCCA
200, RUE BRADY
SUDBURY ON P3A 5P3

705.671.2489

www.greatersudbury.ca
www.grandsudbury.ca

CC2023-303: WHEREAS in 2015 the City of Greater Sudbury (the "City") entered into a contract with a contractor experienced in road construction projects to complete a project on Elgin Street in the City's downtown core;

AND WHEREAS the contract provided that the contractor would be the constructor for the project as that term is defined in the Occupational Health and Safety Act (the "Act");

AND WHEREAS an employee of the constructor operating a grader on the project struck and killed a pedestrian;

AND WHEREAS the City was charged with offences under the Act as the constructor and the employer;

AND WHEREAS after being acquitted at trial and on appeal, the Ontario Court of Appeal, in a decision issued on April 23, 2021, found the City to be liable for contraventions of the Construction Regulations as an employer as it employed quality control inspectors to monitor the quality of work on the project from time-to-time;

AND WHEREAS the Supreme Court of Canada, in a decision issued on November 10, 2023, was evenly divided 4-4 on the issue resulting in dismissal of the City's appeal;

AND WHEREAS the consequence of this decision is that municipalities in Ontario, as well as all other owners of property in the province, who wish to undertake construction, are subject to being charged and convicted as an employer for offences in relation to project sites for which they have no control and have, in accordance with the Act, contracted with an entity to assume plenary oversight and authority over the work on such site as the constructor; AND WHEREAS the potential of an owner being charged as an employer as that term is defined in the Act in circumstances where it has engaged a constructor disregards and renders meaningless the owner-constructor provisions contained in the Act and presents an unacceptable level of increased risk and confusion for owners and contractors throughout the province;

AND WHEREAS the City believes that the safety of workers is paramount however the safety of workers on construction projects in Ontario is not increased by placing liability on parties that do not have control of and are not responsible for the conduct of the work on such sites;

NOW THEREFORE BE IT RESOLVED THAT the Council for the City of Greater Sudbury requests that the province amend the Occupational Health and Safety Act to clarify the definition of "employer" to exclude owners that have contracted with a constructor for a project;

AND BE IT FURTHER RESOLVED THAT this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, France Gelin, MPP for Nickel Belt, Jamie West, MPP for Sudbury, the Association of Municipalities of Ontario, the Federation of Northern Ontario Municipalities, Ontario's Big City Mayors, Mayors and Regional Chairs of Ontario, Northern Ontario Large Urban Mayors, the Council of Ontario Construction Associations, the Ontario Chamber of Commerce and all Ontario municipalities.

Yours truly,

A handwritten signature in black ink, appearing to read 'Brigitte Sobush', written in a cursive style.

Brigitte Sobush
Manager of Clerk's Services/Deputy City Clerk

- c. Members of City Council
Eric Labelle, City Solicitor and Clerk



February 2, 2024

Larry Brock, MP Brant
108 St. George Street, Suite #3
Brantford, ON N3R 1V6

Sent via email: larry.brock@parl.gc.ca

Will Bouma, MPP
96 Nelson Street
Suite 101
Brantford, ON N3T 2X1

Sent via email: will.bouma@pc.ola.org

To whom it may concern:

Please be advised that Brantford City Council at its meeting held January 30, 2024 adopted the following:

12.1.10 Reliable and Accessible Public Rail Transit - CN Rail

WHEREAS Canadians deserve access to reliable and efficient passenger rail service; and

WHEREAS in 2021 the Canadian Minister of Transportation announced that the federal government would be pursuing opportunities to enhance passenger rail services in southwestern Ontario; and

WHEREAS passengers continue to experience long delays and disruptions to service, related to interruptions caused by CN Rail's freight systems and refusal to give priority to passenger rail service; and

WHEREAS Metrolinx and VIA, in extending or improving commuter train service from Aldershot through to Brantford, Woodstock, Ingersoll and London, is reliant on access to CN rail lines; and

WHEREAS CN Rail views increased passenger rail service on its lines as being incompatible with its primary business of moving freight and is unlikely to cooperate in extending commuter rail service on its lines in southwestern Ontario without direction from the federal government; and

WHEREAS CN Rail has shown a disregard for Municipal property maintenance standards in respect to the maintenance of their rail lines and blocks municipalities attempts to enforce municipal property standards upon their rail lines; and

CITY CLERK'S OFFICE City Hall, 58 Dalhousie Street, Brantford, ON N3T 2J2 P.O Box 818, Brantford, ON N3T 5R7
Phone: (519) 759-4150 Fax: (519) 759-7840 www.brantford.ca

WHEREAS CN Rail's consistent failure to provide a timely response to development applications adjacent to rail right of ways imposes inordinate delays and expense for builders and municipalities, further jeopardizing the ability of municipalities to address the housing crisis; and

WHEREAS there is a complete lack of federal regulations providing VIA and Metrolinx with any degree of priority or guaranteed access to rail rights of way or directing CN Rail to work cooperatively with municipalities;

AND WHEREAS The City of Brantford CALLS UPON the Federal Government to assist other levels of government as they take steps address the need for reliable and accessible public rail transit, timely processing of housing developments and the prompt and equitable enforcement of municipal property standards;

NOW THEREFORE THE COUNCIL OF THE CITY OF BRANTFORD requests that the Federal Government enact the necessary legislative and regulatory provisions:

- i. providing VIA and Metrolinx with priority right of way over freight rail lines, and further;
- ii. directing CN Rail to work positively and cooperatively with municipal and provincial governments in the processing of land development applications, and the prompt and timely enforcement of municipal property standards;

AND THAT a copy of this resolution be forwarded to all Ontario Municipalities; and to the Member of Provincial Parliament Will Bouma, Member of Parliament Larry Brock, Federal Minister of Transport Pablo Rodriguez, Provincial Minister of Transportation Prabmeet Singh Sarkaria, President and CEO at Metrolinx, President and Chief Executive Officer of VIA Rail Canada Inc and President and Chief Executive Officer of CN.

I trust this information is of assistance.

Yours truly,



Chris Gauthier
City Clerk, cgauthier@brantford.ca

cc Ontario Municipalities
Federal Minister of Transport, Pablo Rodriguez
Provincial Minister of Transportation, Prabmeet Singh Sarkaria
President & CEO, Metrolinx

President & CEO, VIA Rail Canada Inc
President & CEO, CN