



TO: Chair and Members of the Governance Committee

FROM: Emily Williams, CEO

DATE: 2022 June 16

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## GOVERNANCE BY-LAW AND POLICY REVIEW

### Recommendation

*It is recommended that the Governance Committee recommend to the Board of Health to:*

- 1) Receive Report No. 10-22GC, re: “Governance By-law and Policy Review” for information; and
- 2) Approve the governance policies appended to this report ([Appendix B](#)).

### Key Points

- It is the responsibility of the Board of Health to review and approve governance by-laws and policies.
- [Appendix A](#) details recommended changes to the by-laws and policies that have been reviewed by the subcommittees of the Board and outlines the status of all documents contained within the Governance Manual.
- There are four (4) policies that have been prepared for review by the Governance Committee ([Appendix B](#)).
- There are no by-laws/policies that are coming up for review in Q3 or Q4 2022.

### Background

In 2016, the Board of Health (BOH) approved a plan for review and development of by-laws and policies based on a model that incorporates best practices from the Ontario Public Health Standards and advice obtained through legal counsel. Refer to [Report No. 018-16GC](#). In 2021 the Governance Committee completed a review of the Governance Policy Manual ensuring all policies are current and established a process to reduce the risk of policies being overdue for review.

### Policy Review

There are four (4) by-laws/policies included as [Appendix B](#) that have been prepared for approval by the Board of Health:

- G-080 Occupational Health and Safety
- G-290 Standing and Ad Hoc Committees
- G-340 Whistleblower
- G-500 COVID-19 Immunization

[Appendix A](#) to this report details the recommended changes for the above by-laws/policies as well as the status of all documents contained within the Governance Manual. Currently, there are no by-laws/policies that are coming up for review in Q3 or Q4 2022.

### Next Steps

It is recommended that the Board of Health approve the policies as outlined in [Appendix B](#) and to direct staff to continue to evenly distribute the policies to be reviewed over a two-year period.

This report was prepared by the Manager, Strategy, Risk and Privacy.

A handwritten signature in black ink that reads "E. Williams". The signature is written in a cursive, flowing style.

Emily Williams, BScN, RN, MBA, CHE  
CEO