



TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie, Medical Officer of Health  
Emily Williams, CEO (Interim)

DATE: 2021 June 17

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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. 12-21GC re: “Governance By-law and Policy Review” for information; and*
- 2) *Approve the governance by-laws and policies as appended to this report.*

### Key Points

- It is the responsibility of the Governance Committee to make recommendations to the Board of Health regarding the review and development of governance by-laws and policies.
- [Appendix A](#) details recommended changes to the by-laws and policies that have been reviewed and outlines the status of all documents contained within the Governance Manual.
- There are eight (8) remaining by-laws/policies that remain overdue and scheduled to be reviewed by the Governance Committee over the coming months.
- An additional 16 by-laws/policies are coming due for review before the end of the year.

### Background

In 2016, the Board of Health (BOH) approved a plan for the 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 a Special Meeting of the BOH on May 3, 2021, the BOH determined that the Medical Officer of Health (MOH) and Chief Executive Officer (CEO) roles would be separated. A number of the by-laws/policies applicable to the BOH contain a reference to the MOH/CEO combined role.

### Policy Review

The following by-laws/policies ([Appendix B](#)) have been prepared for review by the Governance Committee:

- G-000 Bylaws, Policy and Procedures
- G-010 Strategic Planning
- G-160 Jordan’s Principle
- G-360 Resignation and Removal of Board Members
- G-400 Political Activities

[Appendix A](#) details the recommended changes for each of the above by-laws/policies as well as the status of all documents contained within the Governance Manual.

There is a total of 43 by-laws/policies and eight (8) of these remain overdue for review as of May 31, 2021. The remaining eight (8) overdue policies are scheduled to be reviewed by the Governance Committee over the coming months and brought forward for approval at its next meeting. There are an additional 16 by-laws/policies that are due for review before the end of the current year.

### **Next Steps**

The Governance Committee needs to review and approve the appended by-laws/policies. Once the Governance Committee is satisfied with its review, the by-laws/policies will be forwarded to the Board of Health for approval.

This report was prepared by the Healthy Organization Division.



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