



City of Hamilton
BOARD OF HEALTH REVISED

Meeting #: 21-007
Date: July 7, 2021
Time: 9:30 a.m.
Location: Due to the COVID-19 and the Closure of City Hall (CC)

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Loren Kolar, Legislative Coordinator (905) 546-2424 ext. 2604

1. CEREMONIAL ACTIVITIES

2. APPROVAL OF AGENDA

(Added Items, if applicable, will be noted with *)

3. DECLARATIONS OF INTEREST

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

4.1. June 14, 2021

5. COMMUNICATIONS

5.1. Correspondence from the Hon. Christine Elliot, Minister of Health, respecting Amended Ontario Public Health Standards: Requirements for Programs, Services and Accountability

Recommendation: Be received.

5.2. Correspondence from Simcoe Muskoka District Health Unit respecting Mitigation Funding 2022

Recommendation: Be endorsed.

5.3. Correspondence from Peterborough Public Health Unit respecting Mitigation Funding 2022

Recommendation: Be endorsed.

6. DELEGATION REQUESTS

7. CONSENT ITEMS

8. STAFF PRESENTATIONS

8.1. Overview of COVID-19 Activity in the City of Hamilton 11 Mar 2020 to Present (to be distributed)

9. PUBLIC HEARINGS / DELEGATIONS

10. DISCUSSION ITEMS

*10.1. Infection Prevention and Control Measures for High-Rise Apartment Buildings and High-Rise Condominiums with 12 or More Storeys (BOH21007) (City Wide)

*10.2. Physician Recruitment and Retention Steering Committee Report 21-001- June 29, 2021

11. MOTIONS

12. NOTICES OF MOTION

13. GENERAL INFORMATION / OTHER BUSINESS

*13.1. Amendments to the Outstanding Business List

*13.1.a. Items with Revised Due Dates

*13.1.a.a. 2015-A: Review of the City of Hamilton's Pest Control By-law (November 16, 2015, (Item 9.1))

Due Date: April 2021

Revised Due Date: Work Suspended due to COVID 19

*13.1.a.b. 2019-H: Hamilton Millennial Survey Study – Employment
Precarity (April 15, 2019 19-004 (Item 8.1))

Due Date: March 2021

Revised Due Date: November 2021

*13.1.a.c. 2020-G: Implementation of a By-Law to Regulate the Smoking
of Non-Tobacco Combustible Substances in Public Places and
Work Places (February 21, 2020 BOH 20-002 (Added Item
11.1))

Due Date: May 2021

Revised Due Date: Work Suspended due to COVID 19

*13.1.a.d. 2020-I: Consumption and Treatment Services and Wesley Day
Centre (Referred to the Board of Health from the Emergency
and Community Services Committee on June 19, 2020)

Due Date: Feb 2021

Revised Due Date: Work Suspended due to COVID 19

*13.1.a.e. 2020-J: Review of the decriminalization of personal possession
of illicit drugs as part of the public health framework, with a
report back to the Board of Health (Board of Health, Sept
21,2020)

Due Date: May 2021

Revised Due Date: October 2021

*13.1.b. Item to be Removed

*13.1.b.a. 2020-H: Hamilton Drug Strategy Year End Report (BOH20006)
(City Wide) (February 21, 2020, BOH 20-002 (Item 7.1))

Completed with Report BOH210002, February 2021.

14. PRIVATE AND CONFIDENTIAL

15. ADJOURNMENT



BOARD OF HEALTH MINUTES 21-006

9:30 a.m.

Monday, June 14, 2021

Due to COVID-19 and the closure of City Hall, this meeting was held virtually

Present: Mayor F. Eisenberger
Councillors M. Wilson (Vice-Chair), J. Farr, N. Nann, S. Merulla, C. Collins, T. Jackson, E. Pauls, J.P. Danko, B. Clark, M. Pearson, B. Johnson, L. Ferguson, A. VanderBeek and J. Partridge

**Absent with
Regrets:** Councillors T. Whitehead – Leave of Absence

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. Board of Health Governance Overview (BOH21006) (City Wide) (Item 10.1)

(Farr/Nann)

- (a) That the Chair & Vice Chair of the Board of Health continue to engage in discussions regarding public health modernization with the Association of Local Public Health Agencies, Province of Ontario and Association of Municipalities Ontario, and bring forward the importance of equity, diversity, and inclusion to those tables;
- (b) ***That the Medical Officer of Health, or designate, engage an external vendor to plan and deliver an education session on the topic of governance and structural options for the Board of Health to consider and to ensure members have up to date information as the Province moves ahead with discussions and decisions related to public health modernization;***
- (c) That Public Health staff be directed to engage with the newly established Equity, Diversity and Inclusion Sub-committee to ensure appropriate internal and external consultations and standards of practice through implementation of public health modernization.

Result: Main Motion as Amended, CARRIED by a vote of 11 to 0, as follows:

YES	-	Mayor Fred Eisenberger
ABSENT	-	Ward 1 Councillor Maureen Wilson
YES	-	Ward 2 Councillor Jason Farr

YES	-	Ward 3	Councillor Nrinder Nann
ABSENT	-	Ward 4	Councillor Sam Merulla
ABSENT	-	Ward 5	Councillor Chad Collins
YES	-	Ward 6	Councillor Tom Jackson
YES	-	Ward 7	Councillor Esther Pauls
YES	-	Ward 8	Councillor J. P. Danko
YES	-	Ward 9	Councillor Brad Clark
YES	-	Ward 10	Councillor Maria Pearson
ABSENT	-	Ward 11	Councillor Brenda Johnson
YES	-	Ward 12	Councillor Lloyd Ferguson
YES	-	Ward 13	Councillor Arlene VanderBeek
ABSENT	-	Ward 14	Councillor Terry Whitehead
YES	-	Ward 15	Councillor Judy Partridge

FOR INFORMATION:

(a) CEREMONIAL ACTIVITIES (Item 1)

There were no ceremonial activities.

(b) CHANGES TO THE AGENDA (Item 2)

The Committee Clerk advised the Board of the following changes to the agenda:

5. COMMUNICATIONS

- 5.1. Correspondence from ACORN respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings

Recommendation: Be received.

6. DELEGATION REQUESTS

- 6.1. Delegation Request from Lynda Lukasik, Environment Hamilton, respecting the Board of Health Governance Overview (BOH21006) (for today's meeting)
- 6.2. Delegation Request from Kojo Dampsey, Hamilton Centre for Civic Inclusion, respecting the Board of Health Governance Review (BOH21006) (for today's meeting)
- 6.3. Delegation Request from Kathy Johnson, ACORN, respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings, Video Submission (for today's meeting)
- 6.4. Delegation Request from Claudette Gadoury, ACORN, respecting

Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings, Video Submission (for today's meeting)

- 6.5 Delegation Request from Rebecca Guzzo, ACORN, respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings, Video Submission (for today's meeting)

7. CONSENT ITEMS

- 7.1 Clerk's Report - Physician Recruitment and Retention Steering Committee- May 25,2021

(Merulla/Johnson)

That the agenda for the June 14, 2021 Board of Health be approved, as amended.

Result: Motion CARRIED by a vote of 15 to 0, as follows:

YES	-	Mayor Fred Eisenberger
YES	-	Ward 1 Councillor Maureen Wilson
YES	-	Ward 2 Councillor Jason Farr
YES	-	Ward 3 Councillor Nrinder Nann
YES	-	Ward 4 Councillor Sam Merulla
YES	-	Ward 5 Councillor Chad Collins
YES	-	Ward 6 Councillor Tom Jackson
YES	-	Ward 7 Councillor Esther Pauls
YES	-	Ward 8 Councillor J. P. Danko
YES	-	Ward 9 Councillor Brad Clark
YES	-	Ward 10 Councillor Maria Pearson
YES	-	Ward 11 Councillor Brenda Johnson
YES	-	Ward 12 Councillor Lloyd Ferguson
YES	-	Ward 13 Councillor Arlene VanderBeek
ABSENT	-	Ward 14 Councillor Terry Whitehead
YES	-	Ward 15 Councillor Judy Partridge

(c) DECLARATIONS OF INTEREST (Item 3)

Councillor Merulla declared an interest in Items 5.1, Correspondence from ACORN respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings, and 6.3 to 6.5, Delegations Requests respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings, as he and his spouse are rental property owners.

Councillor Pearson declared an interest in Items 5.1, Correspondence from ACORN respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings, and 6.3 to 6.5, Delegations Requests respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings, as

she and her spouse are rental property owners.

Councillor VanderBeek declared an interest in Items 5.1, Correspondence from ACORN respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings, and 6.3 to 6.5, Delegations Requests respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings, as she and her spouse are rental property owners.

(d) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

(i) May 17, 2021 (Item 4.1)

(Partridge/Danko)

That the Minutes of the May 17, 2021 meeting of the Board of Health be approved, as presented.

Result: Motion CARRIED by a vote of 15 to 0, as follows:

YES	-	Mayor Fred Eisenberger
YES	-	Ward 1 Councillor Maureen Wilson
YES	-	Ward 2 Councillor Jason Farr
YES	-	Ward 3 Councillor Nrinder Nann
YES	-	Ward 4 Councillor Sam Merulla
YES	-	Ward 5 Councillor Chad Collins
YES	-	Ward 6 Councillor Tom Jackson
YES	-	Ward 7 Councillor Esther Pauls
YES	-	Ward 8 Councillor J. P. Danko
YES	-	Ward 9 Councillor Brad Clark
YES	-	Ward 10 Councillor Maria Pearson
YES	-	Ward 11 Councillor Brenda Johnson
YES	-	Ward 12 Councillor Lloyd Ferguson
YES	-	Ward 13 Councillor Arlene VanderBeek
ABSENT	-	Ward 14 Councillor Terry Whitehead
YES	-	Ward 15 Councillor Judy Partridge

(e) COMMUNICATIONS (Item 5)

(i) Correspondence from ACORN respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings (Added Item 5.1)

(Jackson/Wilson)

That the Correspondence from ACORN respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings, be received.

Result: Motion CARRIED by a vote of 12 to 0, as follows:

YES	-	Mayor Fred Eisenberger
YES	-	Ward 1 Councillor Maureen Wilson
YES	-	Ward 2 Councillor Jason Farr
YES	-	Ward 3 Councillor Nrinder Nann
ABSTAIN	-	Ward 4 Councillor Sam Merulla
YES	-	Ward 5 Councillor Chad Collins
YES	-	Ward 6 Councillor Tom Jackson
YES	-	Ward 7 Councillor Esther Pauls
YES	-	Ward 8 Councillor J. P. Danko
YES	-	Ward 9 Councillor Brad Clark
ABSTAIN	-	Ward 10 Councillor Maria Pearson
YES	-	Ward 11 Councillor Brenda Johnson
YES	-	Ward 12 Councillor Lloyd Ferguson
ABSTAIN	-	Ward 13 Councillor Arlene VanderBeek
ABSENT	-	Ward 14 Councillor Terry Whitehead
YES	-	Ward 15 Councillor Judy Partridge

(f) DELEGATION REQUESTS (Item 6)

(Nann/Pauls)

That the following Delegation Requests be approved for today's meeting:

- (i) Delegation Request from Lynda Lukasik, Environment Hamilton, respecting the Board of Health Governance Overview (BOH21006) (for today's meeting) (Added Item 6.1)
- (ii) Delegation Request from Kojo Dampsey, Hamilton Centre for Civic Inclusion, respecting the Board of Health Governance Review (BOH21006) (for today's meeting) (Added Item 6.2)
- (iii) Delegation Request from Kathy Johnson, ACORN, respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings (for today's meeting) (Added Item 6.3)
- (iv) Delegation Request from Claudette Gadoury, ACORN, respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings (for today's meeting) (Added Item 6.4)
- (v) Delegation Request from Rebecca Guzzo, ACORN, respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings (for today's meeting) (Added Item 6.5)

Result: Motion CARRIED by a vote of 12 to 0, as follows:

YES	-	Mayor Fred Eisenberger
YES	-	Ward 1 Councillor Maureen Wilson
YES	-	Ward 2 Councillor Jason Farr
YES	-	Ward 3 Councillor Nrinder Nann
ABSTAIN	-	Ward 4 Councillor Sam Merulla
YES	-	Ward 5 Councillor Chad Collins
YES	-	Ward 6 Councillor Tom Jackson
YES	-	Ward 7 Councillor Esther Pauls
YES	-	Ward 8 Councillor J. P. Danko
YES	-	Ward 9 Councillor Brad Clark
ABSTAIN	-	Ward 10 Councillor Maria Pearson
YES	-	Ward 11 Councillor Brenda Johnson
YES	-	Ward 12 Councillor Lloyd Ferguson
ABSTAIN	-	Ward 13 Councillor Arlene VanderBeek
ABSENT	-	Ward 14 Councillor Terry Whitehead
YES	-	Ward 15 Councillor Judy Partridge

For disposition of this matter, please refer to Item (i)(iii) and (i)(iv).

(g) CONSENT ITEMS (Item 7)

(i) Clerk's Report - Physician Recruitment and Retention Steering Committee - May 25, 2021 (Added Item 7.1)

(Danko/Wilson)

That the Clerk's Report - Physician Recruitment and Retention Steering Committee - May 25, 2021, be received.

Result: Motion CARRIED by a vote of 15 to 0, as follows:

YES	-	Mayor Fred Eisenberger
YES	-	Ward 1 Councillor Maureen Wilson
YES	-	Ward 2 Councillor Jason Farr
YES	-	Ward 3 Councillor Nrinder Nann
YES	-	Ward 4 Councillor Sam Merulla
YES	-	Ward 5 Councillor Chad Collins
YES	-	Ward 6 Councillor Tom Jackson
YES	-	Ward 7 Councillor Esther Pauls
YES	-	Ward 8 Councillor J. P. Danko
YES	-	Ward 9 Councillor Brad Clark
YES	-	Ward 10 Councillor Maria Pearson
YES	-	Ward 11 Councillor Brenda Johnson
YES	-	Ward 12 Councillor Lloyd Ferguson
YES	-	Ward 13 Councillor Arlene VanderBeek
ABSENT	-	Ward 14 Councillor Terry Whitehead

YES - Ward 15 Councillor Judy Partridge

(h) STAFF PRESENTATIONS (Item 9)

(i) Overview of COVID-19 Activity in the City of Hamilton 11 Mar to Present (Item 9.1)

Dr. Elizabeth Richardson, Medical Officer of Health; Michelle Baird, Director, Healthy and Safe Communities and Stephanie Hughes, Epidemiologist, Healthy and Safe Communities, addressed the Board with an Overview of COVID-19 Activity in the City of Hamilton 11 Mar to present, with the aid of a PowerPoint presentation.

(Ferguson/Pearson)

That the Presentation respecting an Overview of COVID-19 Activity in the City of Hamilton 11 Mar to present, be received.

Result: Motion CARRIED by a vote of 13 to 0, as follows:

YES	-	Mayor Fred Eisenberger
YES	-	Ward 1 Councillor Maureen Wilson
YES	-	Ward 2 Councillor Jason Farr
YES	-	Ward 3 Councillor Nrinder Nann
ABSENT	-	Ward 4 Councillor Sam Merulla
YES	-	Ward 5 Councillor Chad Collins
YES	-	Ward 6 Councillor Tom Jackson
YES	-	Ward 7 Councillor Esther Pauls
YES	-	Ward 8 Councillor J. P. Danko
YES	-	Ward 9 Councillor Brad Clark
YES	-	Ward 10 Councillor Maria Pearson
ABSENT	-	Ward 11 Councillor Brenda Johnson
YES	-	Ward 12 Councillor Lloyd Ferguson
YES	-	Ward 13 Councillor Arlene VanderBeek
ABSENT	-	Ward 14 Councillor Terry Whitehead
YES	-	Ward 15 Councillor Judy Partridge

(i) PUBLIC HEARINGS / DELEGATIONS (Item 9)

(i) The following Delegations addressed the Board respecting Report BOH21006 Board of Health Governance Overview (City Wide) (Item 10.1):

(a) Lynda Lukasik, Environment Hamilton (Added Item 9.1)

(b) Kojo Dampety, Hamilton Centre for Civic Inclusion (Added Item 9.2)

For disposition of this matter, please refer to Item 1.

- (ii) The following Delegations addressed the Board respecting Mandatory Regulations to Stop COVID-19 Spread in Multiple Residential Apartment Buildings:
- (a) Kathy Johnson, ACORN (Added Item 9.3)
 - (b) Claudette Gadoury, ACORN (Added Item 9.4)
 - (c) Rebecca Guzzo, ACORN (Added Item 9.5)

For disposition of this matter, please refer to Item (i)(iii) and (i)(iv).

(Farr/Nann)

That above Delegations, listed as Items 9.1 to 9.5, be received:

Result: Motion CARRIED by a vote of 10 to 0, as follows:

YES	-	Mayor Fred Eisenberger
YES	-	Ward 1 Councillor Maureen Wilson
YES	-	Ward 2 Councillor Jason Farr
YES	-	Ward 3 Councillor Nrinder Nann
ABSENT	-	Ward 4 Councillor Sam Merulla
ABSENT	-	Ward 5 Councillor Chad Collins
YES	-	Ward 6 Councillor Tom Jackson
YES	-	Ward 7 Councillor Esther Pauls
YES	-	Ward 8 Councillor J. P. Danko
YES	-	Ward 9 Councillor Brad Clark
ABSTAIN	-	Ward 10 Councillor Maria Pearson
ABSENT	-	Ward 11 Councillor Brenda Johnson
YES	-	Ward 12 Councillor Lloyd Ferguson
ABSTAIN	-	Ward 13 Councillor Arlene VanderBeek
ABSENT	-	Ward 14 Councillor Terry Whitehead
YES	-	Ward 15 Councillor Judy Partridge

(iii) **(Farr/Nann)**

That staff be directed to report back to the Board of Health on the implementation of the following COVID-10 related requirements regarding Multiple Residential Apartment Buildings – Highrise 1 and 2 Buildings:

- (a) Proper PPE give to building staff while working in the building
- (b) Signage in common areas encouraging social distancing and handwashing
- (c) Placement of hand sanitizer in common areas
- (d) Disinfection of High Contact Surfaces twice a day
- (e) Posting a cleaning schedule
- (f) Regular Updates to Tenants on COVID-19 measures; and
- (g) Provide free PPE in common areas

Result: Motion CARRIED by a vote of 10 to 0, as follows:

YES	-	Mayor Fred Eisenberger
ABSENT	-	Ward 1 Councillor Maureen Wilson
YES	-	Ward 2 Councillor Jason Farr
YES	-	Ward 3 Councillor Nrinder Nann
ABSENT	-	Ward 4 Councillor Sam Merulla
ABSENT	-	Ward 5 Councillor Chad Collins
YES	-	Ward 6 Councillor Tom Jackson
YES	-	Ward 7 Councillor Esther Pauls
YES	-	Ward 8 Councillor J. P. Danko
YES	-	Ward 9 Councillor Brad Clark
ABSTAIN	-	Ward 10 Councillor Maria Pearson
ABSENT	-	Ward 11 Councillor Brenda Johnson
YES	-	Ward 12 Councillor Lloyd Ferguson
YES	-	Ward 13 Councillor Arlene VanderBeek
ABSENT	-	Ward 14 Councillor Terry Whitehead
YES	-	Ward 15 Councillor Judy Partridge

(iv) **(Clark/Eisenberger)**

That staff be directed to prepare a letter on behalf of the Board of Health and the City of Hamilton reiterating the importance of a local Board of Health, especially when dealing with local outbreaks such as COVID-19.

Result: Motion CARRIED by a vote of 11 to 0, as follows:

YES	-	Mayor Fred Eisenberger
ABSENT	-	Ward 1 Councillor Maureen Wilson
YES	-	Ward 2 Councillor Jason Farr
YES	-	Ward 3 Councillor Nrinder Nann
ABSENT	-	Ward 4 Councillor Sam Merulla
ABSENT	-	Ward 5 Councillor Chad Collins
YES	-	Ward 6 Councillor Tom Jackson
YES	-	Ward 7 Councillor Esther Pauls
YES	-	Ward 8 Councillor J. P. Danko
YES	-	Ward 9 Councillor Brad Clark
YES	-	Ward 10 Councillor Maria Pearson
ABSENT	-	Ward 11 Councillor Brenda Johnson
YES	-	Ward 12 Councillor Lloyd Ferguson
YES	-	Ward 13 Councillor Arlene VanderBeek
ABSENT	-	Ward 14 Councillor Terry Whitehead
YES	-	Ward 15 Councillor Judy Partridge

(j) **DISCUSSION ITEM (Item 10)**

(i) **Board of Health Governance Overview (BOH21006) (City Wide) (Item 10.1)**

(Nann/Farr)

- (a) That the Chair & Vice Chair of the Board of Health continue to engage in discussions regarding public health modernization with the Association of Local Public Health Agencies, Province of Ontario and Association of Municipalities Ontario, and bring forward the importance of equity, diversity, and inclusion to those tables;
- (b) That the Medical Officer of Health, or designate, engage an external vendor to plan and deliver an education session on the topic of governance for the Board of Health to ensure members have up to date information as the Province moves ahead with discussions and decisions related to public health modernization; and
- (c) That Public Health staff be directed to engage with the newly established Equity, Diversity and Inclusion Sub-committee to ensure appropriate internal and external consultations and standards of practice through implementation of public health modernization.

(Nann/Farr)

That sub-section (b) of Report BOH21006 respecting the Board of Health Governance overview, be deleted in its entirety and replaced with the following:

- (b) ***That the Medical Officer of Health, or designate, engage an external vendor to plan and deliver an education session on the topic of governance and structural options for the Board of Health to consider and to ensure members have up to date information as the Province moves ahead with discussions and decisions related to public health modernization;***

Result: Amendment CARRIED by a vote of 7 to 4, as follows:

YES	-	Mayor Fred Eisenberger
ABSENT	-	Ward 1 Councillor Maureen Wilson
YES	-	Ward 2 Councillor Jason Farr
YES	-	Ward 3 Councillor Nrinder Nann
ABSENT	-	Ward 4 Councillor Sam Merulla
ABSENT	-	Ward 5 Councillor Chad Collins
NO	-	Ward 6 Councillor Tom Jackson
YES	-	Ward 7 Councillor Esther Pauls
YES	-	Ward 8 Councillor J. P. Danko
NO	-	Ward 9 Councillor Brad Clark
NO	-	Ward 10 Councillor Maria Pearson

ABSENT	-	Ward 11	Councillor Brenda Johnson
NO	-	Ward 12	Councillor Lloyd Ferguson
YES	-	Ward 13	Councillor Arlene VanderBeek
ABSENT	-	Ward 14	Councillor Terry Whitehead
YES	-	Ward 15	Councillor Judy Partridge

For further disposition, refer to Item 1.

(j) ADJOURNMENT (Item 15)

(Pearson/Ferguson)

That, there being no further business, the Board of Health be adjourned at 1:27 p.m.

Result: Motion CARRIED by a vote of 11 to 0, as follows:

YES	-	Mayor Fred Eisenberger
ABSENT	-	Ward 1 Councillor Maureen Wilson
YES	-	Ward 2 Councillor Jason Farr
YES	-	Ward 3 Councillor Nrinder Nann
ABSENT	-	Ward 4 Councillor Sam Merulla
ABSENT	-	Ward 5 Councillor Chad Collins
YES	-	Ward 6 Councillor Tom Jackson
YES	-	Ward 7 Councillor Esther Pauls
YES	-	Ward 8 Councillor J. P. Danko
YES	-	Ward 9 Councillor Brad Clark
YES	-	Ward 10 Councillor Maria Pearson
ABSENT	-	Ward 11 Councillor Brenda Johnson
YES	-	Ward 12 Councillor Lloyd Ferguson
YES	-	Ward 13 Councillor Arlene VanderBeek
ABSENT	-	Ward 14 Councillor Terry Whitehead
YES	-	Ward 15 Councillor Judy Partridge

Respectfully submitted,

Mayor F. Eisenberger
Chair, Board of Health

Loren Kolar
Legislative Coordinator
Office of the City Clerk

Ministry of Health

Office of the Deputy Premier
and Minister of Health

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June 9, 2021

72-2021-229

MEMORANDUM TO: Board of Health Chairs and Medical Officers of Health

FROM: **Christine Elliott**
Deputy Premier and Minister of Health
Ministry of Health

RE: Amended Ontario Public Health Standards: Requirements for Programs, Services and Accountability

I am releasing amendments to the Ontario Public Health Standards: Requirements for Programs, Services and Accountability (OPHS) under the *Health Protection and Promotion Act*, in support of important government initiatives including:

- The Ontario Seniors Dental Care Program (OSDCP). This targeted program helps reduce unnecessary trips to the hospital, prevents chronic disease and increases quality of life for seniors with low-income.
- The Consumption and Treatment Services Program supports related inspection and enforcement programs and services.

There will be a follow-up memo from Dr. Williams, Chief Medical Officer of Health, outlining the changes in more detail and providing a copy for your records. The new OPHS is effective immediately and will be made available in English and French through the Ministry of Health's website:

http://www.health.gov.on.ca/en/pro/programs/publichealth/oph_standards/.

I would like to express my thanks to you and your staff for your ongoing work in upholding the OPHS and look forward to our continued work together as we modernize and strengthen the public health sector for the benefit of all Ontarians.

A handwritten signature in blue ink that reads "Christine J. Elliott".

Christine Elliott

c: Helen Angus, Deputy Minister
Dr. David Williams, Chief Medical Officer of Health

June 21, 2021

Honourable Christine Elliott
Ministry of Health
777 Bay Street, 5th Floor
Toronto, ON M7A 2J3

Dear Minister Elliott:

On behalf of the Board of Health for the Simcoe Muskoka District Health Unit, I commend the strong progress being made in bringing COVID-19 under control through the public health measures and the vaccination campaign directed by the provincial government of Ontario. Much work remains as we collectively work to complete the vaccination of the population and to work through the provincial Roadmap very carefully, all the while maintaining close surveillance on the trajectory of transmission. However, our strong progress enables us to begin planning for and working towards recovery, including the recovery of the public health system across the province.

One essential enabler of recovery is financial stability. At this point in time, boards of health are in active communication with Ministry of Health staff on the finances required to continue managing the pandemic in our communities. However, it would also be timely to consider for boards of health to soon receive communication from the province on the financial support from the province for our operational budgets in 2022. The Mitigation Funding received in recent years has been essential in maintaining public health programming by boards of health and easing the related financial impacts on our obligated municipalities, particularly during our response to the pandemic in 2020 and 2021. For this reason, on June 15, the Board of Health approved a motion recommending that boards of health receive the Mitigation Funding from the Ministry of Health in 2022 that they received in 2021.

Boards of health have had to greatly augment their staffing through the course of the pandemic to enable our overall response, including the immunization of the population that has proved to be so essential. As we recover, boards of health will need to reduce staffing provided that the pandemic continues to come under control and remain under control; however, boards of health will also need to maintain staff levels sufficient for the resumption of our standard public health programming, and for any outstanding needs related to the ongoing control of the pandemic (such as remaining case and contact management, the potential for booster vaccinations at some point in the future, and ongoing work to ensure the safety of the school environment).

Without a continuation of Mitigation Funding in 2022 the maintenance of these activities would be greatly challenged. Boards of health would need to engage with their funding municipalities regarding the potential for substantial levy increases. Resulting staffing reductions below the levels that had been in place before the pandemic, would both impact program delivery and require sufficient advance notice to be managed. To be in place in time for the commencement of the 2022 year, boards of health would

Barrie:
15 Sperling Drive
Barrie, ON
L4M 6K9
705-721-7520
FAX: 705-721-1495

Collingwood:
280 Pretty River Pkwy.
Collingwood, ON
L9Y 4J5
705-445-0804
FAX: 705-445-6498

Cookstown:
2-25 King Street S.
Cookstown, ON
L0L 1L0
705-458-1103
FAX: 705-458-0105

Gravenhurst:
2-5 Plineridge Gate
Gravenhurst, ON
P1P 1Z3
705-684-9090
FAX: 705-684-9887

Huntsville:
34 Chaffey St.
Huntsville, ON
P1H 1K1
705-789-8813
FAX: 705-789-7245

Midland:
A-925 Hugel Ave.
Midland, ON
L4R 1X8
705-526-9324
FAX: 705-526-1513

Orillia:
120-169 Front St. S.
Orillia, ON
L3V 4S8
705-325-9565
FAX: 705-325-2091

also need to commence these staffing reductions in the present year while we are still responding to the pandemic.

For these reasons the Board of Health urges the provincial government to commit to the Mitigation Funding in 2022 at a level in keeping with that in 2021. The communication of this commitment soon would help to avoid the potential for boards of health to otherwise commence this kind of anticipatory action.

Thank you for considering this important matter.

Sincerely,

ORIGINAL Signed By:

Anita Dubeau
Chair, Board of Health

AD:CG:cm

cc: Ontario Boards of Health
MPPs of Simcoe Muskoka
Mayor Jeff Lehman, City of Barrie
Mayor Steve Clarke, City of Orillia
District Chair John Klinck, District of Muskoka
Warden George Cornell, County of Simcoe
Dr. Kieran Moore, Chief Medical Officer of Health
Loretta Ryan, Association of Local Public Health Agencies.

June 23, 2021

The Honourable Christine Elliott
Deputy Premier and Minister of Health
christine.elliott@pc.ola.org

Dear Minister Elliott,

I want to begin by thanking you and your government for your financial support during the pandemic. Local boards of health have appreciated the province's commitment to funding, at 100%, the costs related to the COVID response and the mandate to implement the largest mass immunization campaign in Ontario's history. Your approach has facilitated our ability to serve our local population.

As we move towards summer, we are encouraged by the increase in vaccine coverage, decreased cases and opening of businesses and facilities. However, there is still a lot of work ahead and, if we've learned anything from this experience, the end point is never truly predictable.

The impact of your assistance was noted by our Board when we recently approved the audited financial statements for Peterborough Public Health's 2020 fiscal year. At the same time, we continue to await approval of our 2021 Annual Service Plan - including the provincial cost-shared grant and extraordinary one-time funding for COVID Response and COVID Vaccination. Your anticipated assistance in mitigating costs in 2021 will be critical in allowing us to complete the job of controlling the pandemic.

During the COVID emergency, we have had to make difficult decisions about which program activities to stop, which to continue at reduced capacity, and which to continue without disruption. Post-COVID we will need to rebuild programs, catch up on wait lists and delayed activities, meet new community needs and continue to address the fallout from an intense 21 months of COVID work.

Facing these challenges, I ask that you ensure public health is adequately funded to meet the evolving public health needs of our communities and further ask that you and your officials provide timely clarity regarding what support local public health agencies can anticipate in 2022. Early advice on key funding commitments for 2022 will allow my Board to more effectively manage our 2022 fiscal requirements.

More specifically, our Board would ask that your government consider a commitment to:

1. Continuation of mitigation funding for the 2022 fiscal year;
2. Continuation of the availability of one-time funding for COVID expenses;
3. An increase in the base funding levels to accommodate increased operating costs since 2019; and,
4. Funding to support the enhanced need for "re-starting" or returning programs to OPHS requirement levels.

Local public health agencies, along with their partners, are determined to rebuild community health. This effort cannot be put on the shoulders of local funders alone and we look to a continuing partnership with the government.

Our Board looks forward to working with you and your Ministry as we plan for and implement post-pandemic public health initiatives.

Yours truly,

Original signed by

Mayor Andy Mitchell
Chair, Board of Health

cc: Hon. Doug Ford, Premier of Ontario
Dr. Kieran Moore, Incoming Ontario Chief Medical Officer of Health
Dave Smith, MPP Peterborough-Kawartha
David Piccini, MPP Northumberland-Peterborough South
Laurie Scott, MPP Haliburton-Kawartha Lakes-Brock
Association of Local Public Health Agencies
Ontario Boards of Health

TO:	Mayor and Members Board of Health
COMMITTEE DATE:	July 7, 2021
SUBJECT/REPORT NO:	Infection Prevention and Control Measures for High-Rise Apartment Buildings and High-Rise Condominiums with 12 or More Storeys (BOH21007) (City Wide) (Outstanding Business List Item)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Dr. Ninh Tran (905) 546-2424 Ext. 7113 Latchman Nandu (905) 546-2424 Ext. 5813 Robin Dozet (905) 546-2424 Ext. 7460 Heather Harvey (905) 546-2424 Ext. 3635
SUBMITTED BY:	Dr. Elizabeth Richardson, MD, MHSc, FRCPC Medical Officer of Health Public Health Services
SIGNATURE:	

RECOMMENDATION

- (a) That the Board of Health endorse the Medical Officer of Health issuing a Letter of Instructions under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020*, S.O. 2020, c. 17 ("the *Reopening Ontario Act*") to all persons responsible for High-rise Apartment Buildings and High-rise Condominium Buildings, as defined in the letter, requiring them to take infection prevention & control measures to protect residents, employees, and visitors of these residential buildings from contracting and/or spreading COVID-19; and,
- (b) That the matter respecting Report BOH21007, Infection Prevention and Control Measures for High-Rise Apartment Buildings and High-Rise Condominiums with 12 or More Storeys, be identified as complete and removed from the Board of Health Outstanding Business List (Item 2021-C).

EXECUTIVE SUMMARY

This report addresses the motion from the Board of Health at its June 14, 2021 meeting:

"That staff be directed to report back to the Board of Health on the implementation of the following COVID-19 related requirements regarding Multiple Residential Apartment Buildings – Highrise 1 and 2 Buildings:

- Proper PPE given to building staff while working in the building;
- Signage in common areas encouraging social distancing and handwashing;
- Placement of hand sanitizer in common areas;
- Disinfection of high contact surfaces twice a day;
- Posting a cleaning schedule;
- Regular updates to tenants on COVID-19 measures; and,
- Provide free PPE in common areas."

After reviewing available options, the Medical Officer of Health will issue a Letter of Instruction (LOI) requiring all persons responsible for High-rise Apartment Buildings and High-rise Condominium Buildings, with 12 or more storeys in the City of Hamilton to adhere to certain COVID-19 safety requirements to reduce the spread of COVID-19, including preparing a COVID-19 safety plan.

A COVID-19 safety plan is a detailed outline for how building owners will protect against COVID-19 transmission in their building to ensure residents, employees, and visitors are safe. The safety plan must describe the measures and procedures which have been implemented, or will be implemented, in the High-rise Apartment Building or High-rise Condominium Building to reduce the transmission risk of COVID-19 in the building. Persons responsible for these types of residential buildings must also designate an employee in a managerial role, to be responsible for implementing, updating, and monitoring compliance with the safety plan as well as ensuring it is posted in a conspicuous place in the building.

In addition to the preparation and implementation of the safety plan, persons responsible for the residential building will be required to implement the following infection prevention and control (IPAC) measures:

- promoting physical distancing in building common areas;
- promoting the use of masks or face coverings in building common areas;
- providing appropriate personal protective equipment (PPE) for employees;
- cleaning and disinfecting high touch surfaces and shared objects;
- providing hand hygiene stations;
- ensuring the heating, ventilation, and air conditioning (HVAC) system is functioning and maintained as per manufacturer's instructions; and

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

- keeping residents informed of COVID-19 public health measures.

Complaints can be called into the City's Call Centre and will be triaged to the COVID-19 Enforcement team to investigate. Enforcement by the COVID-19 team will be reactive and complaint based.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Not Applicable.

Staffing: Not Applicable.

Legal: Not Applicable.

HISTORICAL BACKGROUND

In Q2 of 2021, Hamilton Public Health Services declared three COVID-19 outbreaks at three different High-rise Apartment Buildings, which resulted in 225 cases, five hospitalizations and one death among residents, and four cases among staff members. In collaboration with other community partners, Hamilton Public Health Services responded to these outbreaks by conducting case and contact management investigations for all cases who tested positive, working with property management to determine factors that contributed to the spread of the virus within the apartment buildings and ensuring IPAC measures were in place, conducting mass testing, and providing both vaccination for those living and working in the buildings through both fixed site and mobile clinics.

On June 14, 2021 the Board of Health passed a motion directing staff to report back on implementing COVID-19 related requirements in Multiple Residential Apartment Buildings – Highrise 1 and 2 buildings.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

No policy implication have been identified.

RELEVANT CONSULTATION

Staff from the following areas were consulted to inform this report:

- Planning & Economic Development;
 - Municipal Licensing & By-Law Services: June 17, 2021;

- Community Planning & GIS: June 21, 2021;
- Building Division: June 21, 2021.
- Hamilton Fire Department Fire Prevention Division: June 22, 2021; and,
- Legal Services: June 2021.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

Building owners and residents have an essential role in preventing the transmission of COVID-19 infections and keeping our communities safe. While there is a decreasing trend in overall COVID-19 cases, continued adherence to public health measures where we live, work, and play is prudent to preventing transmission of the COVID-19 virus and its variants.

COVID-19 is primarily spread by close contact to people who are infected with COVID-19 through exposure to respiratory droplets carrying infectious virus. As such, household members and close contacts of infected individuals continue to be at greatest risk of infection due to their direct contact with the COVID-19 virus. While the risk is low, it is also possible for transmission to occur indirectly through contact with contaminated surfaces or objects.¹

Concerns around the indirect transmission of the COVID-19 virus and its variants in High-rise Apartment Buildings and High-rise Condominium Buildings are high. Literature on COVID-19 outbreaks in multiple unit dwellings indicates transmission in buildings can occur through both close contact exposure to individuals inside and outside the residential unit and through indirect or environmental routes of transmission.² While transmission via close contact between members of the same household remains the most common means through which COVID-19 is spread,² individual adherence to public health measures can mitigate the risk of COVID-19 transmission during casual encounters.

The potential for direct and indirect transmission highlights the importance of implementing IPAC measures across the hierarchy of controls in High-rise Apartment Buildings and High-rise Condominium Buildings including eliminating potential exposures, adjusting residential spaces and processes, and managing potential exposures that cannot be eliminated.

¹ Centre for Disease Control and Prevention. (2021). Science Brief: SARS-CoV-2 and Surface (Fomite) Transmission for Indoor Community Environments. Retrieved from <https://www.cdc.gov/coronavirus/2019-ncov/more/science-and-research/surface-transmission.html>

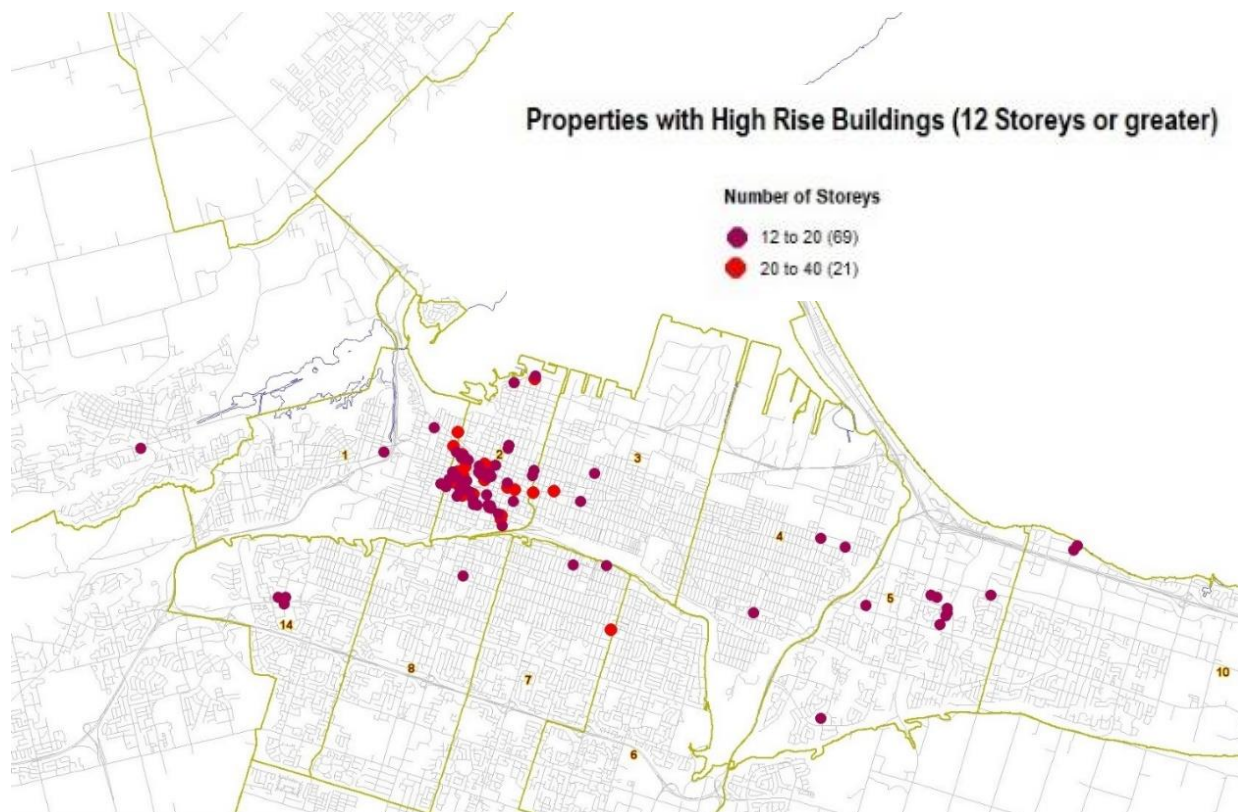
² Eykelbosh, A. (2021). Contextualizing the risks of indirect COVID-19 transmission in multi-unit residential buildings. National Collaborating Centre for Environmental Health. Retrieved from <https://ncceh.ca/documents/evidence-review/contextualizing-risks-indirect-covid-19-transmission-multi-unit>

Eliminating potential exposures through individual adherence to physical distancing is the most important way to reduce exposure to COVID-19. Encouraging physical distancing through restricting the number of people in an elevator, using floor markings to manage traffic flow, and displaying signs for how to physically distance are effective measures to reduce exposures in common areas. Adjusting building spaces and processes by promoting hand hygiene and cleaning and disinfecting high touch surfaces further reduce the already low risk of transmissibility through surfaces. Potential exposures can be further managed by wearing masks consistently and correctly.¹

Additionally, both residents and buildings owners should comply with the local face covering bylaw and restrictions outlined in the *Reopening Ontario Act (ROA)* (e.g. limitations regarding indoor gatherings and closing of common amenities such as pools). The LOI supplements the *Reopening Ontario Act* and is consistent with the application of IPAC measures across other sectors.

It is staff's understanding that "Multiple Residential Apartment Buildings – Highrise 1 and 2", as outlined in the motion, was meant to apply to High-rise Apartment Buildings with 12 or more storeys and High-rise Condominium Buildings with 12 or more storeys, but would exclude hotels, motels, hospitals, retirement homes and long-term care facilities. Currently, there are approximately 90 High-rise Apartment Buildings and High-rise Condominium Buildings with 12 or more storeys in the City of Hamilton that would meet the definitions above. The greatest concentration of these buildings are in Ward 2 (See Diagram 1 on Page 6).

Diagram 1: Distribution of High-rise Apartment Buildings and High-rise Condominium Buildings with 12 or more Storeys in Hamilton



While the risk of COVID-19 transmission is not unique to High-rise Apartment and High-rise Condominium Buildings, the LOI would require owners of these buildings to develop and implement a COVID-19 safety plan to address IPAC measures known to reduce the risk of COVID-19 transmission, including additional measures not in the original motion, such as promoting physical distancing and ensuring the heating, ventilation, and air conditioning (HVAC) system is functioning as intended and maintained as per manufacturer's instructions

Adherence to public health measures are vital to stopping the spread of COVID-19 in our community; however, these measures are second to addressing the systemic risk factors for COVID-19 such as racism, low-income, inadequate housing, unsafe working environments, and unpaid sick leave.

ALTERNATIVES FOR CONSIDERATION

Not Applicable.

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Healthy and Safe Communities

Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report BOH21007

Letter of Instruction: High-Risk Apartment Buildings and High-Risk Condominium Buildings in the City of Hamilton

[OFFICE OF THE MEDICAL OFFICER OF HEALTH LETTERHEAD]

For posting to web, notification via media release and provision at time of inspection

Issued July _____, 2021

TO: All Persons responsible for High-rise Apartment Buildings and High-rise Condominium Buildings in the City of Hamilton, Effective: 12:01 AM on _____, 2021

RE: Instructions on Requirements to Reduce the Spread of COVID-19

I would like to acknowledge and thank you for your efforts being made to protect the health and safety of residents, employees, and visitors. As our community continues to respond to COVID-19 and sees an overall decreasing trend of COVID-19 cases, we must keep following public health measures and getting vaccinated at our earliest opportunity. To effectively prevent the spread of COVID-19 and its variants — even with decreasing case counts — we must continue to follow public health measures.

I am issuing these Instructions to all Persons responsible for High-rise Apartment Buildings and High-rise Condominium Buildings, as defined below, requiring them to take the additional measures set out herein to protect residents, employees, and visitors of these residential buildings from contracting and/or spreading COVID-19.

These Instructions are being provided pursuant to *the Reopening Ontario (A Flexible Response to COVID-19) Act*, 2020, S.O. 2020, c. 17 ("the *Reopening Ontario Act*") and its regulations, as amended.

To the extent that anything in these Instructions conflicts with other applicable Provincial legislation or directives, those Provincial requirements prevail. Where conflicts do not exist, these Instructions are additional to any applicable Provincial requirements.

Effective 12:01 a.m., July _____, 2021, I am instructing all Persons responsible for a High-rise Apartment Building or a High-rise Condominium Building in the City of Hamilton to implement the following COVID-19 prevention measures:

1. Create a COVID-19 Safety Plan which:
 - (a) describes the measures and procedures which have been implemented or will be implemented to reduce the transmission risk of COVID-19 in resident common areas in the building, in compliance with the *Reopening Ontario Act* and these Instructions;
 - (b) is in writing and made available to any person for review on request; and,

(c) is prepared, implemented, and made available no later than five (5) days after the requirement first applies, which means by July ____ 2021.

2. Designate an employee in a managerial role to be responsible for:
 - (a) the preparation and implementation of a COVID-19 safety plan (as described above);
 - (b) monitoring compliance with that COVID-19 safety plan;
 - (c) the implementation and compliance with all required and recommended occupational health and safety and infection prevention and control measures; and,
 - (d) ensuring that the COVID-19 safety plan is reviewed and updated regularly and any additional relevant advice, recommendations, and instructions of public health officials is promptly incorporated into the plan.
3. Post the safety plan in a conspicuous place in the residential building where it is most likely to come to the attention of residents, employees, or visitors.
4. Actively screen all employees in compliance with any advice, recommendations and instructions issued by the Office of the Chief Medical Officer of Health.
5. Ensure physical distancing in common areas of the building by establishing capacity limits for common areas such as laundry rooms and elevators to allow for physical distancing of at least 2 metres.
6. Ensure individuals wear a mask or face covering in common areas of residential buildings pursuant to the *Reopening Ontario Act* and City of Hamilton By-law 20-155, as amended. Clearly visible signs shall be posted at all entrances to common areas that contain the following wording:

All persons entering or remaining in this area shall wear a face covering which covers the nose, mouth, and chin as required under City of Hamilton By-law No. 20-155 (unless exempt). Please also respect the rights of those persons who are exempt from the requirement to wear a face covering in accordance with this By-law.
7. Immediately ensure that employees and contractors working at the building are made aware of the face covering requirements and are provided education on how to wear a face covering properly.
8. Ensure employees wear appropriate personal protective equipment pursuant to the *Reopening Ontario Act*, which states that a person shall wear appropriate personal protective equipment that provides protection of the person's eyes, nose and mouth if, in the course of providing services, the person,

- a) is required to come within two metres of another person who is not wearing a mask or face covering; and
 - b) is not separated by plexiglass or some other impermeable barrier from a person described above.
9. Ensure cleaning and disinfecting of commonly touched surfaces and objects by:
- a) immediately implementing and complying with a cleaning schedule for the cleaning & disinfection of shared items and high touched surfaces in common areas twice daily and when surfaces are visibly dirty to maintain sanitary conditions;
 - b) immediately posting a cleaning schedule in a conspicuous place in the building that outlines the cleaning frequency of commonly touched surfaces in all areas accessible to the public, including washrooms, doorknobs, accessible/elevator buttons, pay machines, access keypads, intercoms, phone systems, handrails, touch screen surfaces, package storage areas, light switches, garbage rooms buttons, laundry machine dials etc; and
 - c) cleaning areas using cleaners and disinfectants with a drug identification number (D.I.N.), ensuring manufacturer instructions for use are followed.
10. Immediately provide access to hand hygiene stations or alcohol-based hand sanitizer in all common area rooms that remain open such as building entrances and laundry areas; and in staff work and rest areas within the Workplace.
11. Keep residents informed of COVID-19 public health measures by providing regular updates by immediately posting information from [Hamilton Public Health Services](#) in a conspicuous location in the residential building where it is most likely to come to the attention of residents, employees, and visitors. Include signage on physical distancing, capacity limits, wearing a face mask or face covering, handwashing, and information on COVID-19 vaccines.
12. Ensure heating, ventilation, and air conditioning (HVAC) system (including duct and filter system) is functioning as intended and is maintained as per manufacturer's instructions.

DEFINITIONS

For the purpose of these Instructions:

“High-rise Apartment Building” means a multiple dwelling unit with 12 or more storeys and does not include a hotel, motel, hospital, retirement home, or long-term care facility;

"High-rise Condominium Building" means a multiple dwelling unit established pursuant to the *Condominium Act*, 1998, S.O. 1998, c. 19, which has 12 storeys or more and does not include a hotel, motel, hospital, retirement home, or long-term care facility;

"Persons responsible" shall include, but is not limited to, a superintendent, a corporation, a board of directors of a corporation, a management services provider, a property manager or any other legal entity that has care and control over the residential building.

ENFORCEMENT:

While the City of Hamilton will commence with an educational and supportive approach, the *Reopening Ontario Act* provides individuals who do not comply with the requirements of a continued section 7.0.2 order, are guilty of an offence and may be liable to a fine of \$750 up to a maximum of \$100,000 and for a term of imprisonment of not more than one year, while corporations may be liable to a fine of up to \$10,000,000, for each day or part of each day on which the offence occurs or continues.

Enforcement of these Instructions may be conducted by municipal by-law officers and public health enforcement personnel.

These Instructions shall be posted on the City of Hamilton public website: www.hamilton.ca/coronavirus.

Inquiries about these Instructions should be directed to:

- Municipal Law Enforcement: 905-546-2782
- Infection Prevention and Control Measures: Public Health Services COVID hotline 905-974-9848, Option 1

[Hamilton Public Health Services posts information](#) regarding how to protect yourself and others from COVID-19 on its website that can assist local businesses and organizations in operating safely.

Should you require additional COVID-19 related health information, please contact Hamilton Public Health Services by telephone at: 905-974-9848 Option 1 (COVID hotline) or by email at: phscovid19@hamilton.ca.

SIGNED THIS x DAY OF JULY, 2021

Dr Ninh Tran MD, FRCPC

Associate Medical Officer of Health

City of Hamilton Public Health Services

110 King Street West, 2nd Floor, Hamilton, ON L8P 4S6 Fax: 905-546-4078

www.hamilton.ca

DRAFT



Hamilton

PHYSICIAN RECRUITMENT AND RETENTION STEERING COMMITTEE REPORT 21-001

Tuesday, June 29, 2021

3:30 p.m.

City Hall

71 Main Street West, Hamilton

Present: K. Loomis (Vice-Chair)
Councillor A. VanderBeek, Councillor S. Merulla, Dr. S. Kinzie,
Dr. J. Profetto

**Absent
with Regrets:** Councillor T. Whitehead (Chair) – Leave of Absence

THE PHYSICIAN RECRUITMENT AND RETENTION STEERING COMMITTEE PRESENTS REPORT 21-001 AND RESPECTFULLY RECOMMENDS:

1. Appointment of Vice-Chair (Item 1)

- (a) That Keanin Loomis be appointed as Vice-Chair of the Physician Recruitment and Retention Steering Committee for the balance of the 2018-2022 term of Council.

2. Appointment of a new physician practicing in Hamilton within five years of their graduation from residency (Item 7.2)

That Dr. Brendan Singh be appointed to the Physician Recruitment and Retention Steering Committee as the new physician practicing in Hamilton within five years of their graduation from residency.

3. Key Performance Indicators and Physicians by Community Report (Item 10.1)

That the Key Performance Indicators and Physicians by Community Report, be received.

4. Budget and Cash Flow Reports (Item 10.2)

- (a) That the Year 17 (2020) Budget for December 1, 2019 to November 30, 2020, be received; and,
- (b) That the Cash Flow Statement for December 1, 2019 to November 30, 2020, be received;

5. Revisions to the Physician Recruitment and Retention Steering Committee Terms of Reference (Item 10.3)

That the revisions to the Physician Recruitment and Retention Steering Committee Terms of Reference, attached as Appendix A, be approved.

6. Working Group of the Physician Recruitment and Retention Steering Committee - Appointment (Item 10.3)

That Councillor Arlene VanderBeek be appointed to the Working Group of the Physician Recruitment and Retention Steering Committee for the balance of the 2018-2022 term.

7. Physician Recruitment and Retention Program Review (Item 10.4)

- (a) That a full review of the Physician Recruitment and Retention Program be carried out by the Working Group of the Physician Recruitment and Retention Steering Committee; and
- (b) That the Working Group of the Physician Recruitment and Retention Steering Committee report back to the Physician Recruitment and Retention Steering Committee on the results of the Program Review.

8. Proposed Contract Revisions – Physician Recruitment Coordinator and Practice Advisor (Item 14.2)

- (a) That the Terms and Conditions of Employment for the Physician Recruitment Coordinator and Practice Advisor, be approved, subject to review by the City of Hamilton Human Resources staff.
- (b) That the Terms and Conditions of Employment for the Physician Recruitment Coordinator and Practice Advisor contract remain confidential.

FOR INFORMATION:

(a) APPROVAL OF AGENDA (Item 2)

The Committee Clerk advised that there were no changes to the agenda:

That the agenda for the June 29, 2021 meeting of the Physician Recruitment and Retention Steering Committee be approved, as presented.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

(i) September 11, 2019 (Item 4.1)

That the Minutes of the September 11, 2019 meeting of the Physician Recruitment and Retention Steering Committee be approved, as presented.

(d) COMMUNICATIONS (Item 5)

That the following Correspondence Items, be received:

(a) Resignation of Members (Item 5.1)

- (i) Dr. Dennis DiValentino
- (ii) Dr. Brittany Julian

(b) Appointment of New Member – Dr. Jason Profetto (Item 5.2)

(c) Physician Recruitment and Retention Program Staff Resignation (Item 5.3)

(e) CONSENT ITEMS (Item 7)

(i) Working Group of the Physician Recruitment and Retention Steering Committee Minutes (Item 7.1)

That the following Minutes of the Working Group of the Physician Recruitment and Retention Steering Committee, be received:

- (a) May 23, 2018
- (b) April 23, 2019
- (c) October 7, 2019
- (d) November 12, 2019
- (e) February 25, 2020

(f) PRIVATE AND CONFIDENTIAL (Item 14)

(i) Working Group of the Physician Recruitment and Retention Steering Committee – Closed Session Minutes (Item 14.1)

The Physician Recruitment and Retention Steering Committee determined that it was not necessary to move into Closed Session for Item 14.1.

That the following Working Group of the Physician Recruitment and Retention Steering Committee Closed Session Minutes, be received:

- (a) October 7, 2019
- (b) November 12, 2019
- (c) February 25, 2020

(ii) That the Physician Recruitment and Retention Steering Committee move into Closed Session respecting Item 14.2, pursuant to Section 9.1, Sub-sections (b) and (d) of the City's Procedural By-law 21-021 and Section 239(2), Sub-sections (b) and (d) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to personal matters about an identifiable individual, including City or a local board employees and labour relations or employee negotiations.

(iii) Proposed Contract Revisions – Physician Recruitment Coordinator and Practice Advisor

For further disposition of this matter, please refer to Item 8.

(g) ADJOURNMENT (Item 15)

That there being no further business, the Physician Recruitment and Retention Steering Committee meeting be adjourned at 4:57 p.m.

Respectfully Submitted,

Keanin Loomis, Vice-Chair
Physician Recruitment and
Retention Steering Committee

Tamara Bates
Legislative Coordinator
Office of the City Clerk

Appendix A
to Physician Recruitment and Retention
Steering Committee Report 21-001



Terms of Reference
(Updated ~~December 19, 2018~~, 2021)

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Official Name:

Physician Recruitment & Retention Steering Committee

Purpose:

The Physician Recruitment & Retention Steering Committee was formed in 2002 to address the critical shortage of family physicians in the City of Hamilton. The economic well-being of the city is intricately linked with the health of its people and this committee recognizes that family physicians are one of the cornerstones of the health care system. The first Physician Recruitment Specialist was hired November 23, 2004 to develop and implement the strategic plan.

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The Physician Recruitment & Retention Steering Committee reports through the Board of Health.

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Members/Composition:

1. A representative from the Hamilton Academy of Medicine (preferably a family physician)
2. A representative from the Hamilton Chamber of Commerce
3. ~~4.~~ ~~Two~~ ~~Three~~ City of Hamilton Councillors
- ~~5~~4. A representative from the Department of Family Medicine, McMaster University
- ~~6~~5. A new physician practicing in Hamilton within five years of their graduation from residency.

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~~*One member of the Steering Committee is chosen to be Chair and one Vice-Chair. These two individuals should sit on the Working Group.*~~

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A Chair and Vice-Chair of the Physician Recruitment & Retention Steering Committee shall be elected for the Term of Council (4 years) or until such time as a successor is appointed.

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The Chair and Vice-Chair of the Physician Recruitment and Retention Steering Committee may be members of the Working Group of the Physician Recruitment and Retention Steering Committee.

Appendix A to Physician Recruitment and Retention Steering Committee Report 21-001

Term of Membership:

~~The City of Hamilton Councillors will be appointed for the term of Council.~~

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~~The representatives from the Hamilton Academy of Medicine; the Hamilton Chamber of Commerce; the Department of Medicine, McMaster University; and the new physician practicing in Hamilton within five years of their graduation from residency will be appointed for a minimum of two years, for a maximum of four years, with the Minimum of two years with~~ members preferably retiring from the ~~group~~ Physician Recruitment & Retention Steering Committee on a rotating basis to ensure continuity and to capture experience.

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Formation Details:

To be updated annually.

To be accessible, to review and to provide support and guidance to the ~~Director,~~ Physician Recruitment ~~Specialist~~ on issues including performance, budget, funding, conferences/events, contracts, economic climate, Ministry and OMA policies, and local factors influencing and challenging physician recruitment.

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Deliverables:

To put forward reports and make recommendations to the Board of Health.

Resources and Budget:

In ~~20172021~~, revenue is ~~\$190,000~~ \$180,000 with an annual expense budget of ~~\$190,000~~ \$180,000.

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Governance:

Quorum is 4 out of ~~6-7~~ members. ~~Voting for acceptance of minutes, budgets, reports,~~

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~~Communications~~Support:

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Meetings are held in-person at City Hall ~~at the Call of the Chair, and the City Clerk's Division will provide legislative support and be responsible for the administrative costs of operating the Committee meetings, and organized by the current Legislative Coordinator. Meetings are organized at least one month in advance with materials for the meeting distributed two weeks prior.~~

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Relationship with Working Group

**Appendix A
to Physician Recruitment and Retention
Steering Committee Report 21-001**

The *Physician Recruitment & Retention* Steering Committee is responsible for providing the overall direction for *the* Physician Recruitment & Retention *Program*.

The *Physician Recruitment & Retention Steering Committee* are updated by the Working Group *of the Physician Recruitment & Retention Steering Committee*.

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**Appendix A
to Physician Recruitment and Retention
Steering Committee Report 21-001**

*Terms of Reference
(Updated _____, 2021)*

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Official Name:

***Working Group of the Physician Recruitment
& Retention Steering Committee***

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PurposeMandate:

The Working Group *of the Physician Recruitment & Retention Steering Committee* was formed to provide the operational support for the *Physician Recruitment & Retention programProgram*.

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Members/Composition:

From theThe Working Group of the Physician Recruitment & Retention Steering Committee shall be comprised of, four voting members of the Physician Recruitment & Retention Steering Committee, as follows;are chosen, to include: one City councillor and representatives from the Hamilton Academy of Medicine, the Hamilton Chamber of Commerce and the Department of Family Medicine, McMaster University. Typically the chair and vice chairs of the Steering committee are selected to sit on the Working Group and also chair/vice chair the Working Group.

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- 1. the representative from the Hamilton Academy of Medicine;*
- 2. the representative from the Hamilton Chamber of Commerce;*
- 3. one City of Hamilton Councillor; and*
- 4. the representative from the Department of Family Medicine, McMaster University.*

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Term of Membership:

Minimum of two years. Preferably members retire from the group on a rotating basis to ensure continuity and to capture experience.

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The City of Hamilton Councillor will be appointed for the term of Council.

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The representatives from the Hamilton Academy of Medicine; the Hamilton Chamber of Commerce and the Department of Family Medicine, McMaster University, will be appointed for a minimum term of two years with the members preferably retiring from the Working Group of the Physician Recruitment & Retention Steering Committee on a rotating basis to ensure continuity and to capture experience.

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Formation Details:

Appendix A to Physician Recruitment and Retention Steering Committee Report 21-001

To be updated twice annually at a time convenient for the members.

To be accessible, to review and to provide support and guidance to the Director, Physician Recruitment Specialist on issues including performance, budget, funding, conferences/events, contracts, economic climate, Ministry and OMA policies, and local factors influencing physician recruitment.

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To provide the operational details for implementation of the Physician Recruitment & Retention Steering Committee.

To propose motions to be brought forward to the Steering Committee for discussion and then to the Board of Health.

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Deliverables:

To put forward updates, reports and recommendations to the Physician Recruitment & Retention Steering Committee on matters pertaining to physician recruitment.

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Resources and Budget:

In 20162021, revenue was \$190,000 \$180,000 with an annual expense budget of \$190,000 \$180,000. The Director, Physician Recruitment & Retention is given permission for all expenses under \$5,000.

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Expenses over that amount \$5,000 are to be discussed and approved at a Working Group of the Physician Recruitment & Retention Steering Committee meeting.

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Governance:

Quorum is 3 out of the 4 members. Voting is held for acceptance of minutes, budgets and reports.

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CommunicationsSupport:

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Meetings of the Working Group of the Physician Recruitment & Retention Steering Committee will be ~~are~~ held in-person at the call of the Chair, with staff of the Physician Recruitment and Retention Office providing legislative support, and organized by the PR&R office typically via email.

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If meetings are to be held at City Hall, the City Councillors staff are responsible for organizing-booking the meeting room when the meetings are held at City Hall.

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Meetings are organized at least one month in advance. Special meetings of the Working Group of the Physician Recruitment & Retention Steering Committee will be called should ~~Should~~ a situation s arise requiring that requires the Working Group's

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Appendix A to Physician Recruitment and Retention Steering Committee Report 21-001

~~more immediate attention; information or requests are made via phone conversations, conference calls and/or emails; such meetings may be held via tele-conference, video conference or other means with a quorum present. As much as possible, issues are brought to the attention of the Working Group at an in-person meeting.~~

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Relationship with Physician Recruitment & Retention Steering Committee

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The Working Group of the Physician Recruitment & Retention Steering Committee brings forward information on an as required basis or on an annual basis-a yearly basis unless needed more often.

~~Prepared by Jane Walker August 18, 2017. Amended September 12, 2017 by the PR&R Steering Committee~~

~~Further amended by Council on December 19, 2018 re Councillor membership~~