



**PUBLIC HEALTH COMMITTEE  
(Formerly the Board of Health)  
REPORT 24-003**

**9:30 a.m.**

**Tuesday April 2, 2024**

Council Chambers, City Hall, 2<sup>nd</sup> Floor  
71 Main Street West, Hamilton, Ontario

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**Present:** Mayor A. Horwath (Chair)  
Councillor M. Wilson (Vice-Chair)  
Councillors J. Beattie, C. Cassar, B. Clark, J.P. Danko, M. Francis,  
T. Hwang, T. Jackson, C. Kroetsch, T. McMeekin, E. Pauls, M.  
Tadeson and A. Wilson

**Absent with  
Regrets:** Councillors N. Nann and M. Spadafora - Personal

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**THE PUBLIC HEALTH COMMITTEE PRESENTS REPORT 24-003 AND RESPECTFULLY  
RECOMMENDS:**

**1. City of Hamilton Support for SCORE! Program (BOH24007) (City Wide)  
(Outstanding Business List Item) (Item 9.1)**

That Report BOH24007, respecting City of Hamilton Support for SCORE!  
Program, be received.

**2. Monitoring Heat-Related Deaths and Illnesses in Hamilton (BOH24005) (City  
Wide) (Outstanding Business List Item) (Item 9.2)**

That Report BOH24005, respecting Monitoring Heat-Related Deaths and Illnesses  
in Hamilton, be received.

**3. Suspect Drug-Related Deaths and Opioid-Related Paramedic Calls  
(September-December 2023) (BOH24006) (City Wide) (Item 9.3)**

That Report BOH24006, respecting Suspect Drug-Related Deaths and Opioid-  
Related Paramedic Calls (September-December 2023), be received.

**4. Selection Criteria and Policy and By-Law Changes to Implement the Public Health Sub-Committee (BOH24003) (City Wide) (Outstanding Business List Item) (Item 10.1)**

- (a) That the Criteria for the Selection of Community and Education Representatives on the Public Health Sub-Committee, as outlined in Appendix “A” **as amended, by including among the list of applicant preferences, an Ontario Regulated Health Professional in good standing** to Report BOH24003, be approved;
- (b) That the Terms of Reference for the Public Health Sub-Committee, as outlined in Appendix “B” to Report BOH24003, be approved;
- (c) That the Amendments to the Corporate Policy – Appointment of Citizens to the City’s Local Boards, as outlined in Appendix “C” **as amended, by including among the list of applicant preferences, an Ontario Regulated Health Professional in good standing** to Report BOH24003, be approved by Council;
- (d) That Council direct staff to initiate the process for recruiting community and education representatives for the Public Health Sub-Committee once the Amendments to the Corporate Policy – Appointment of Citizens to the City’s Local Boards are approved;
- (e) That Appendix “D” attached to Report BOH24003, respecting the Amendments to By-law 21-021, A By-Law to Govern the Proceedings of Council and Committees of Council, be enacted by Council once the existing Public Health Committee has been dissolved by the Mayor pursuant to section 284.8(1) of the *Municipal Act*; and,
- (f) That Item 2024-A(b), respecting the interim solution to establish a Public Health Sub-Committee, be removed from the Public Health Committee Outstanding Business List.

**FOR INFORMATION:**

**(a) CHANGES TO THE AGENDA (Item 2)**

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

**5. COMMUNICATIONS**

- 5.1 Correspondence from Joy Lachica, Board of Health Chair, Peterborough Public Health, respecting Legislated

improvements to indoor air quality (IAQ) in indoor public settings are required to reduce the transmission of COVID-19 and other airborne pathogens - REVISED

Recommendation: Be received *and referred to the Medical Officer of Health for analysis and a report back to the Public Health Committee.*

- 5.2 Correspondence from Wess Garrod, Board of Health Chair, Kingston, Frontenac, Lennox and Addington Public Health, respecting Public Health Ontario Laboratories – REVISED

Recommendation: Be endorsed.

## 12. NOTICES OF MOTION

- 12.1 Resolution to declare the City of Hamilton a “No Paid Plasma Zone”

The agenda for the April 2, 2024, Public Health Committee was approved, as amended.

### (b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

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

#### (i) February 5, 2024 (Item 4.1)

The Minutes of the February 5, 2024, meeting of the Public Health Committee were approved, as presented.

### (d) COMMUNICATIONS (Item 5)

#### (i) The following Communication items were approved, as presented:

- (a) Correspondence from Joy Lachica, Board of Health Chair, Peterborough Public Health, respecting Legislated improvements to indoor air quality (IAQ) in indoor public settings are required to reduce the transmission of COVID-19 and other airborne pathogens - REVISED (Item 5.1)

Recommendation: Be received and referred to the Medical Officer of Health for analysis and a report back to the Public Health Committee.

- (b) Correspondence from Wess Garrod, Board of Health Chair, Kingston, Frontenac, Lennox and Addington Public Health, respecting Public Health Ontario Laboratories – REVISED (Item 5.2)

Recommendation: Be endorsed.

**(e) DELEGATION REQUESTS (Item 6)**

- (i) **Kathleen Zavarise, Trillium Gift of Life, respecting Spreading Awareness about Organ and Tissue Donation (for a future meeting) (Item 8.1)**

The delegation request from Kathleen Zavarise, Trillium Gift of Life, respecting Spreading Awareness about Organ and Tissue Donation, was approved for a future meeting.

**(f) DISCUSSION ITEMS (Item 10)**

- (i) **Selection Criteria and Policy and By-Law Changes to Implement the Public Health Sub-Committee (BOH24003) (City Wide) (Outstanding Business List Item) (Item 10.1)**

- (1) The Report was put on the floor as follows:
  - (a) That the Criteria for the Selection of Community and Education Representatives on the Public Health Sub-Committee, as outlined in Appendix “A” to Report BOH24003, be approved;
  - (b) That the Terms of Reference for the Public Health Sub-Committee, as outlined in Appendix “B” to Report BOH24003, be approved;
  - (c) That the Amendments to the Corporate Policy – Appointment of Citizens to the City’s Local Boards, as outlined in Appendix “C” to Report BOH24003, be approved by Council;
  - (d) That Council direct staff to initiate the process for recruiting community and education representatives for the Public Health Sub-Committee once the Amendments to the Corporate Policy – Appointment of Citizens to the City’s Local Boards are approved;

- (e) That Appendix “D” attached to Report BOH24003, respecting the Amendments to By-law 21-021, A By-Law to Govern the Proceedings of Council and Committees of Council, be enacted by Council once the existing Public Health Committee has been dissolved by the Mayor pursuant to section 284.8(1) of the *Municipal Act*; and,
- (f) That Item 2024-A(b), respecting the interim solution to establish a Public Health Sub-Committee, be removed from the Public Health Committee Outstanding Business List.

Mayor Horwath relinquished the Chair to Vice-Chair M. Wilson for the remainder of the meeting.

- (2) The following amendments were put on the floor:
  - (a) That Appendix “A” to Report BOH24003 to Report BOH24003, Selection Criteria and Policy and By-Law Changes to Implement the Public Health Sub-Committee, **be amended, to include among the list of applicant preferences, an Ontario Regulated Health Professional in good standing**, as follows:

Preference will be given to applicants who meet the following criteria:

- a resident of, or owner of a property or business in, the City;
- at least 18 years of age;
- **an Ontario Regulated Health Professional in good standing;**
- interest or skills in planning and policy development leading to a comprehensive municipal public health agenda that meets local community needs;\*
- have an understanding of principles including health equity, inclusion, diversity, equity, accessibility, anti-racism, anti-Indigenous racism, and anti-oppression;
- experience in organizational activities, such as committees, non-profit groups, voluntary societies, occupational associations;\*
- skills in leadership and management and/or experience in administration and budget development;\*
- demonstrated skills in conflict management, collaboration, negotiation, and mediation;\* and,
- able to devote up to 10 to 15 hours per month (for members) or 20 to 25 hours per month (for Chair or Vice Chair) to Public

Health matters, including availability during normal business hours.

- (b) That Appendix “C” to Report BOH24003 Appendix “C” to Report BOH24003, Selection Criteria and Policy and By-Law Changes to Implement the Public Health Sub-Committee, ***be amended, to include among the list of applicant preferences, an Ontario Regulated Health Professional in good standing***, as follows:

**Selection Process for the Appointment of six community representatives to the Public Health Sub-Committee:**

- (iv) Interview applicants who have met the criteria (below), ensuring that they are not eligible (below);

Preference will be given to applicants who meet the following criteria:

- a resident of, or owner of a property or business in, the City;
- at least 18 years of age;
- ***an Ontario Regulated Health Professional in good standing***;
- interest or skills in planning and policy development leading to a comprehensive municipal public health agenda that meets local community needs;\*
- have an understanding of principles including health equity, inclusion, diversity, equity, accessibility, anti-racism, anti-Indigenous racism, and anti-oppression;
- experience in organizational activities, such as committees, non-profit groups, voluntary societies, occupational associations;\*
- skills in leadership and management and/or experience in administration and budget development;\*
- demonstrated skills in conflict management, collaboration, negotiation, and mediation;\* and,
- able to devote up to 10 to 15 hours per month (for members) or 20 to 25 hours per month (for Chair or Vice Chair) to Public Health matters, including availability during normal business hours.

For further disposition of this matter, refer to Item 4.

**(g) NOTICE OF MOTION (Item 12)**

Vice-Chair M. Wilson relinquished the Chair to Councillor Kroetsch, in order to introduce the following Notice of Motion on behalf of Mayor Horwath.

**(i) Resolution to declare the City of Hamilton a “No Paid Plasma Zone” (Added Item 12.1)**

WHEREAS, the City of Hamilton supports voluntary blood and plasma donation and aims to protect our public collection system, recognizing the importance of blood donation as a public good;

WHEREAS, Canada’s tainted blood crisis resulted in the loss of approximately 8,000 lives and the subsequent Royal Krever Commission recommended Canada operate a fully voluntary, non-remunerated blood and plasma donation system;

WHEREAS, within Ontario’s healthcare system blood donations are viewed as a public resource;

WHEREAS, the integrity of the of the public, voluntary donor system must be protected;

WHEREAS, in Ontario, the Voluntary Blood Donations Act, stipulates that it is against the law for private companies to pay donors and for donors to receive payment for their blood or plasma;

WHEREAS, paid plasma collection schemes are known to target and exploit the most vulnerable members of among communities; and

WHEREAS, this resolution reaffirms the principles of voluntary, non-remunerated blood and plasma donation and aims to protect the integrity of Canada’s public blood system and the integrity of blood donors.

THEREFORE, BE IT RESOLVED:

- (a) That the City of Hamilton designates itself a “Paid-Plasma Free Zone” and declares that private for-profit blood collection companies are not permitted to operate in the City;
- (b) That the City of Hamilton resolves to protect marginalized and vulnerable populations from exploitation resulting from for-profit plasma collection by advertising financial payment for the sale of their blood-plasma; and

- (c) That a copy of this resolution be sent to Canadian Blood Services, federal, provincial and territorial Ministers of Health, Grifols pharmaceuticals, and all Ontario Municipalities requesting that they respect the City of Hamilton as a “Paid-Plasma Free Zone” and support only voluntary Blood and plasma collection.

Vice-Chair M. Wilson assumed the Chair.

**(h) GENERAL INFORMATION / OTHER BUSINESS (Item 13)**

**(i) Amendments to the Outstanding Business List**

The following amendments to the Public Health Committee’s Outstanding Business List were approved:

- (1) Items Considered Complete and to be Removed (Item 13.1(a)):
  - (i) Feasibility of Tracking Heat-Related Deaths and Illnesses  
Added: May 15, 2023 (Special PHC Report 23-006, Item 1)  
(Item 13.1(a)(a))  
Addressed as Item 9.2 on today’s agenda.
  - (ii) Consultation with SCORE! (Strengthening Community Roots: Anchoring Newcomers in Wellness and Sustainability) on the Riverdale Neighborhood Project (Ward 5) (Item 13.1(a)(b))  
Added: December 4, 2023 (PHC Report 23-012, Item 5)  
Addressed as 9.1 on today’s agenda.

**(i) ADJOURNMENT (Item 15)**

There being no further business, the Public Health Committee adjourned at 10:25 a.m.

Respectfully submitted,

Mayor Andrea Horwath  
Chair, Public Health Committee



Councillor Maureen Wilson  
Vice-Chair, Public Health Committee

Matt Gauthier  
Legislative Coordinator  
Office of the City Clerk

**Criteria for the Selection of Community and Education Representatives on the  
Public Health Sub-Committee**

Preference will be given to applicants who meet the following criteria:

- a resident of, or owner of a property or business in, the City;
- at least 18 years of age;
- ***an Ontario Regulated Health Professional in good standing;***
- interest or skills in planning and policy development leading to a comprehensive municipal public health agenda that meets local community needs;\*
- have an understanding of principles including health equity, inclusion, diversity, equity, accessibility, anti-racism, anti-Indigenous racism, and anti-oppression;
- experience in organizational activities, such as committees, non-profit groups, voluntary societies, occupational associations;\*
- skills in leadership and management and/or experience in administration and budget development;\*
- demonstrated skills in conflict management, collaboration, negotiation, and mediation;\* and,
- able to devote up to 10 to 15 hours per month (for members) or 20 to 25 hours per month (for Chair or Vice Chair) to Public Health matters, including availability during normal business hours.

The following persons are ineligible to be a citizen appointee to the Public Health Sub-Committee:

- A person whose services are employed by the Board of Health, including employees of Public Health Services.

\* denotes alignment with the City of Toronto’s qualifications for public members of the Board of Health

## Public Health Sub-Committee

### Terms of Reference

*Established by Council on January 24, 2024*

#### Purpose

To ensure the City of Hamilton meets or exceeds its obligations as a Board of Health under the *Health Protection and Promotion Act*, and in all matters relating to Public Health in order to promote well-being and create opportunities to enhance the quality of life in our community.

#### Scope

- To consider and recommend to Council on policy matters and emerging issues related to Public Health
- To provide advice and guidance to Public Health Services including input to Strategic Planning initiatives to ensure alignment with Council’s Mission, Vision, Values and Goals
- To steward relevant public health legislation when providing advice and guidance to Public Health Services, including the Ontario Public Health Standards: Requirements for Programs, Services, and Accountability, the Health Equity Guideline, 2018, and the Relationship with Indigenous Communities Guideline, 2018
- To consider and recommend to Council the overall service levels in relation to the delivery of Public Health programs
- To consider and recommend to Council policies governing equitable service delivery of Public Health Services
- To consider and monitor program implementation and performance through staff reports
- To consider the public health needs of the community and recommend advocacy by Council to address these needs
- To receive delegations from the public and conduct public hearings as required by statute and Council specific to the mandate of this committee on matters under the Sub-Committee
- Matters that have the potential of litigation and are under the mandate of this Sub-Committee, with all matters having definite litigation going to the General Issues Committee.

- To consider recommendations of any Sub-Committees and/or Task Forces which reports directly to the Public Health Sub-Committee

## Authority

Forwards recommendations for approval through the Board of Health. When directed by the Board of Health, the Public Health Committee provides input and advice on matters within the Public Health Sub-Committee’s scope.

## Membership

Six City Council members, six community representatives, and one education representative.

Staff Resources:

Public Health Divisional staff.

Legislative Services shall be provided by the City of Hamilton Clerk’s Division.

## Meeting arrangements

The Public Health Sub-Committee shall meet at least once per month commencing at 9:30 a.m. in the Council Chambers at City Hall.

The Public Health Sub-Committee shall conduct its meetings in public unless any one or more of the exceptions in section 239 of the *Municipal Act, 2001* apply.

## Reporting

Reporting directly to the Board of Health.

## Review

The Terms of Reference are to be reviewed annually, and any revisions for approval are to be presented to the Board of Health.

Revisions approved by Council (date(s)):

**Selection Process for the Appointment of six community representatives to the Public Health Sub-Committee:**

#. The Selection Committee for Agencies, Boards and Committees whose mandate will be to:

- (i) Review applications for the six community representative appointments to the Public Health Sub-Committee;
- (ii) Shortlist the applicants with assistance of staff, where appropriate, based on the applicant information provided;
- (iii) Request that the following Committees submit confidential interview questions for the Selection Committee’s consideration:
  - (a) Accessibility Committee for Persons with Disabilities
  - (b) Seniors Advisory Committee
  - (c) Circle of Beads/Hamilton’s Urban Indigenous Consultation Circle
  - (d) Hamilton Anti-Racism Resource Centre
- (iv) Interview applicants who have met the criteria (below), ensuring that they are not ineligible (below);

Preference will be given to applicants who meet the following criteria:

- a resident of, or owner of a property or business in, the City;
- at least 18 years of age;
- ***an Ontario Regulated Health Professional in good standing;***
- interest or skills in planning and policy development leading to a comprehensive municipal public health agenda that meets local community needs;
- have an understanding of principles including health equity, inclusion, diversity, equity, accessibility, anti-racism, anti-Indigenous racism, and anti-oppression;
- experience in organizational activities, such as committees, non-profit groups, voluntary societies, occupational associations;
- skills in leadership and management and/or experience in administration and budget development;
- demonstrated skills in conflict management, collaboration, negotiation, and mediation; and,
- able to devote up to 10 to 15 hours per month (for members) or 20 to 25 hours per month (for Chair or Vice Chair) to Public Health matters, including availability during normal business hours.

The following persons are ineligible to be a citizen appointee to the Public Health Sub-Committee:

- A person whose services are employed by the Board of Health, including employees of Public Health Services.
- (v) Submit the six (6) preferred candidates to Council for consideration for the appointment to the Public Health Sub-Committee.

**Selection Process for the Appointment of the one education representative to the Public Health Sub-Committee:**

#. Both the Hamilton-Wentworth District School Board and the Hamilton-Wentworth Catholic District School Board will each be invited to suggest one or more possible candidates who have the support of the Board for the consideration of the Selection Committee for Agencies, Boards and Committees. Candidates would be required to complete an application.

The Selection Committee for Agencies, Boards and Committees whose mandate will be to:

- (i) Review applications for the one education representative appointment to the Public Health Sub-Committee;
- (ii) Shortlist the applicants with assistance of staff, where appropriate, based on the applicant information provided;
- (iii) Request that the following Committees submit confidential interview questions for the Selection Committee’s consideration:
  - (a) Accessibility Committee for Persons with Disabilities
  - (b) Seniors Advisory Committee
  - (c) Circle of Beads/Hamilton’s Urban Indigenous Consultation Circle
  - (d) Hamilton Anti-Racism Resource Centre
- (iv) Interview applicants who have met the criteria (below), ensuring that they are not ineligible (below);

Preference will be given to applicants who meet the following criteria:

- a resident of, or owner of a property or business in, the City;
- at least 18 years of age;
- interest or skills in planning and policy development leading to a comprehensive municipal public health agenda that meets local community needs;
- have an understanding of principles including health equity, inclusion, diversity, equity, accessibility, anti-racism, anti-Indigenous racism, and anti-oppression;

- experience in organizational activities, such as committees, non-profit groups, voluntary societies, occupational associations;
- skills in leadership and management and/or experience in administration and budget development;
- demonstrated skills in conflict management, collaboration, negotiation, and mediation; and,
- able to devote up to 10 to 15 hours per month (for members) or 20 to 25 hours per month (for Chair or Vice Chair) to Public Health matters, including availability during normal business hours.

The following persons are ineligible to be a citizen appointee to the Public Health Sub-Committee:

- A person whose services are employed by the Board of Health, including employees of Public Health Services.
- (v) Submit the one (1) preferred candidate to Council for consideration for the education representative appointment to the Public Health Sub-Committee.

## Amendments to By-law 21-021, A By-Law to Govern the Proceedings of Council and Committees of Council

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### Definitions:

**"Sub-Committee"** means a Committee established by Council, comprised of some Members of Council and in certain circumstances also citizen members. Sub-Committees report up to an assigned Standing Committee with members of Sub-Committees being appointed by Council, ***with the exception of the Public Health Sub-Committee, which reports directly to the Board of Health.***

### 3.15 Board of Health Meetings

- (1) Where Council is exercising the jurisdiction of a Board of Health under the *Health Protection and Promotion Act, 1990*:
  - (a) Council shall meet as necessary to complete such business as would normally be completed by a Board of Health and as required pursuant to the *Health Protection and Promotion Act, 1990* and its Regulations, any Public Health Standards published by the Minister, and any other applicable law including municipal by-laws and policies governing a Board or Health; and
  - (b) the Mayor and Clerk are authorized, upon approval by Council operating as a Board of Health, to sign any necessary resolutions.
- (2) ***The Public Health Sub-Committee shall report directly to the Board of Health;***



- (3) **Council may, by resolution:**
- (a) **move into the Board of Health to consider, including debate, the Public Health Sub-Committee Report; and**
  - (b) **move out of the Board of Health to report to Council.**
- (3) **During the consideration of Public Health Sub-Committee Report, a member may:**
- (a) **request that a matter contained within the Public Health Sub-Committee Report be voted on separately by the Board of Health;**
  - (b) **amend a matter contained within the Public Health Sub-Committee Report;**
    - (i) **in the event, an amendment is considered to be contrary to the main motion within the Public Health Sub-Committee Report, the Board of Health will follow the following process:**
      - 1. **The main motion within the Public Health Sub-Committee Report shall be voted upon;**
        - (a) **if the vote result is deemed to be Carried, the matter is considered closed; and**
        - (b) **if the vote result is deemed to be lost, the amendment considered to be contrary to the main motion within the Public Health Sub-Committee Report, may be introduced if duly moved and seconded.**
- (4) **During the consideration of the Public Health Sub-Committee Report a member may lift an item from the Information Section with the approval of a majority of the members present, for the matter:**
- (a) **to be voted upon by the Board of Health; or**
  - (b) **to be debated and/or amended by the Board of Health.**
- (5) **An information item that is lifted from the Public Health Sub-Committee Report and amended, will be given an item number and added to the appropriate section of the Public Health Sub-Committee Report, who reports directly to the Board of Health.**

## 5.1 Standing Committees

The Standing Committees that report directly to Council shall be as follows:

- (a) General Issues Committee

~~(b) Public Health Committee~~

(b) Public Works Committee

(c) Planning Committee

(d) Emergency &amp; Community Services Committee

(e) Audit, Finance &amp; Administration Committee

**5.2 Appointment of Committee Chairs and Vice Chairs**

(1) Each Standing Committee shall recommend to Council the appointment of a Chair, Vice Chair and, where applicable, 2nd Vice Chair for the required term.

(a) The term of the Chair, Vice Chair and 2nd Vice Chair shall be for a calendar year, or part of a calendar year in an election year.

(b) No Member of Council may serve as Chair, Vice Chair or 2nd Vice Chair of the same Standing Committee for more than one year in a Council term.

(2) Despite subsections 5.2(1)(a) and (b):

~~(a) the Mayor shall stand as Chair for the term of Council for the Public Health Committee; and~~

(a) the Mayor may stand as the Chair of the General Issues Committee for the term of Council or the Chair of the General Issues Committee may be rotated amongst the Deputy Mayors.

~~(3) The Public Health Committee shall recommend to Council the appointment of a Vice Chair in accordance with 5.2(1). Despite subsection 5.2(1)(a) and (b), the Vice Chair shall stand as Vice Chair for the term of Council for the Public Health Committee.~~

(3) The Vice Chair of the General Issues Committee shall be rotated amongst the Deputy Mayors when the Mayor is Chair of the General Issues Committee or the Deputy Mayor from the previous month shall be the Vice Chair of the General Issues Committee when the Chair of the General Issues Committee is rotated amongst the Deputy Mayors.

(4) Each Sub-Committee, Advisory Committee and Task Force shall recommend to Council the appointment of a Chair and Vice Chair. The Chair or Vice Chair of a Sub-Committee, Advisory Committee or Task Force established by Council may serve for more than one year in a Council term.

(5) Despite subsection 5.2(1)(c) the role of Chair of the General Issues Committee Budget meetings may be chaired by the Mayor or a Councillor with an understanding of financial reporting for the budget year. Despite

subsection 5.2(1)(a) and (b) the Chair of the General Issues Committee Budget meetings may serve for more than one year in a Council term.

- (6) The role of Vice-Chair of the General Issues Committee Budget meetings may be vice-chaired by a Councillor with an understanding of financial reporting for the budget year. Despite subsection 5.2(1)(a) and (b) the Vice-Chair of the General Issues Committee Budget meetings may serve for more than one year in a Council term.

### 5.3 Standing Committee Membership

- (1) General Issues Committee ~~and Public Health Committee~~ shall be comprised of all Members of Council.
- (6) Each Member of Council shall sit on a minimum of 3 Standing Committees, in addition to the ~~Public Health Committee and~~ General Issues Committee.

### 5.6 Standing Committee Meeting Times

- (1) Unless otherwise decided by Council, scheduled meetings of the Standing Committees will be as follows:
- (a) (i) General Issues Committee shall meet at least once per month on a Wednesday commencing at 9:30 a.m.;
- ~~(ii) Public Health Committee shall meet at least once per month commencing at 9:30 a.m.;~~
- (ii) Public Works Committee shall meet at least once per month commencing at 1:30 p.m.;
- (iii) Planning Committee shall meet at least once per month on a Tuesday commencing at 9:30 a.m.;
- (vi) Audit, Finance & Administration Committee shall meet at least once per month on a Thursday commencing at 9:30 a.m.;
- (v) Emergency & Community Services Committee shall meet at least once per month on a Thursday commencing at 1:30 p.m.;

### 5.8 Committee Reports

- (1) Each Standing Committee, the Selection Committee, and other Committees that report directly to Council shall make recommendations to Council.
- (2) ***The Public Health Sub-Committee shall make recommendations to the Board of Health.***
- (3) A minimum of 2 days shall pass before the Report of a Standing Committee, the Selection Committee, or other Committee that reports

directly to Council is presented to Council to provide adequate opportunity for review. Every effort will be made for Standing Committee and/or Selection Committee Reports to be released at an earlier date.

**(4) A minimum of 2 days shall pass before the Report of the Public Health Sub-Committee is presented to the Board of Health to provide adequate opportunity for review. Every effort will be made for the Public Health Sub-Committee Reports to be released at an earlier date.**

**(5) Despite subsection 5.8(3), this rule may be suspended by the affirmative vote of two-thirds of the Members of Council present and voting.**

**(6) Despite subsection 5.8(4), this rule may be suspended by the affirmative vote of two-thirds of the Members of the Board of Health present and voting.**

**7.2** When Council approves of the formation of the Advisory Committee or Task Force the procedures as outlined in Appendix **G** shall be followed.

**9.2** For the purpose of Sections 9.3, 9.5, 9.6, and 9.7, "Committee" shall mean the Public Health Sub-Committee and any committee of which at least 50% of the members are also members of Council.

**13.2** General guidelines describing the respective roles and responsibilities of Council, the Mayor and the Chair of a Committee are set out in Appendix **F** to this By-law.

Appendix **E** - Audit, Finance and Administration Committee, Terms of Reference:

- To consider recommendations from the Auditor General as per the Office of the Auditor General Charter (Schedule F1 to Appendix **E**).