



City of Hamilton Memorandum

To: Mayor and Members
City Council

Date: June 18, 2025

Report No: BOH25016

Subject/Title: Establishment of the Semi-Autonomous Board of Health

Ward(s) Affected: (City Wide)

Information

The purpose of this memo is to update Council on the process of completing the transition to the semi-autonomous Board of Health.

The *More Convenient Care Act, 2025* which included amendments to the *City of Hamilton Act, 1999* to enable the transition to a semi-autonomous Board of Health, passed Third Reading on June 3, 2025, and received Royal Assent on June 5, 2025. Following Royal Assent, the amendments to the *City of Hamilton Act, 1999* come into effect and Council is no longer the Board of Health.

On May 7, 2025, Council appointed the members of the former Public Health Sub-Committee to the semi-autonomous Board of Health for the 2022-2026 term of council.

The new semi-autonomous Board of Health has the powers, rights, and duties of a Board of Health under the *Health Protection and Promotion Act, 1990* subject to reserved authority of the City as set out in the *City of Hamilton Act, 1999* as amended. Appendix "A" to Memo BOH25016 outlines the accountabilities under the new governance model based on the authorities outlined in the relevant legislation.

As noted in earlier reports, there is a need to establish the practical tools to support this change in accountabilities. In their initial meetings, the semi-autonomous Board of Health must approve foundational by-laws and policies to function under the *Health Protection and Promotion Act, 1990*.

As part of the transition process, current practices of the other semi-autonomous Boards of Health in Ontario (Ottawa and Toronto) were reviewed, and draft policies and by-laws were prepared in alignment with governance best practices.

In their initial meeting, a Procedural By-law and Delegation By-law will be recommended to the Board of Health for approval, along with remuneration and travel expenses policies, in accordance with the *Health Protection and Promotion Act, 1990* and in alignment with City of Hamilton policy.

Currently, Public Health Services has existing service level agreements with the City departments providing services to Public Health, including: Financial Services; Information Technology; Human Resources; Communications; Clerks; Customer Service; Legal and Risk Management, and; Energy, Fleet and Facilities Management.

These service level agreements are undergoing revision to reflect the accountabilities of the new governance structure, and to ensure that these City services can continue to be provided to Public Health Services under the semi-autonomous Board of Health.

Consultation

- Lora Fontana, Executive Director, Human Resources
- Grace Mater, General Manager, Healthy and Safe Communities Department
- Lisa Shields, City Solicitor, Legal Services
- Matthew Trennum, City Clerk, Corporate Services
- Mike Zegarac, General Manager, Finance and Corporate Services
- Ottawa Public Health
- Toronto Public Health

Appendices and Schedules Attached

Appendix A: Accountability Framework of the Semi-Autonomous Board of Health

Prepared by: Katherine Pizzacalla, Senior Policy Advisor
Public Health Services, Healthy Families Division,
Planning & Competency Development

Submitted and recommended by: Dr. Elizabeth Richardson, MD, MHSc, FRCPC
Medical Officer of Health
Public Health Services, Office of the Medical Officer of Health