

2026 Board of Health Procedures By-law Review

Date: June 25, 2026

To: Board of Health

From: Medical Officer of Health

Wards: All

SUMMARY

[The Ontario Public Health Standards: Requirements for Programs, Services and Accountability](#) require that local Boards of Health review and revise their by-laws, policies and procedures regularly. The Board of Health Procedures By-law was last updated in May 2023. Earlier this year, the Board of Health directed the Medical Officer of Health, in consultation with the City Clerk, the City Solicitor, and the Board of Health to review the Board of Health Procedures By-Law and report back with the outcomes of this work.

This report presents the process and findings of the review. No changes to the Procedures By-law are recommended at this time.

RECOMMENDATIONS

The Medical Officer of Health recommends that:

1. The Board of Health receive this report for information.

FINANCIAL IMPACT

There is no financial impact resulting from the adoption of the recommendation in the report.

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the information as presented in the Financial Impact Section.

DECISION HISTORY

In February 2026, the Board of Health directed the Medical Officer of Health, in consultation with the City Clerk, the City Solicitor, and the Board of Health, to review the Board of Health Procedures By-law and report back to the Board of Health in Q3 2026 with the outcomes of this work.

<https://secure.toronto.ca/council/agenda-item.do?item=2018.HL28.9>

In May 2023, the Board of Health amended the procedures by-law to allow electronic participation at the Board of Health.

<https://secure.toronto.ca/council/agenda-item.do?item=2023.HL4.3>

In June 2021, the Board of Health directed the Medical Officer Health, in consultation with the City Clerk, the City Solicitor, and the Board of Health, to review the Board of Health Procedures By-law and to report on any proposed amendments in January 2022.

<https://secure.toronto.ca/council/agenda-item.do?item=2021.HL29.4>

In January 2019, the Board of Health recommended the adoption of a new Procedures By-law for the Board and the repeal of the existing procedures by-law.

<https://secure.toronto.ca/council/agenda-item.do?item=2019.HL2.3>

In July 2018, the Board of Health requested the Medical Officer of Health, in consultation with the City Clerk, the City Solicitor, and the Board of Health, review the Board of Health Procedures By-law and report back to the Board of Health on any proposed amendments in November 2018.

<https://secure.toronto.ca/council/agenda-item.do?item=2018.HL28.9>

COMMENTS

The Ontario Public Health Standards: Requirements for Programs, Services, and Accountability (Standards) identify the minimum expectations for public health programs and services to be delivered by Ontario's Boards of Health. The Standards are published by the Minister of Health as per Section 7 of the Health Protection and Promotion Act. Boards of Health are accountable for implementing the Standards. An Accountability Framework is incorporated in the Standards and includes requirements for executing good governance practices. Among these requirements is the requirement that Boards of Health review and revise board by-laws policies and procedures as necessary and at least every two years.

The 2026 review process included engaging Members of the Board of Health through a survey, consulting with staff at the Ministry of Health, and working with City staff to assess the by-law's alignment with best practices.

Board of Health Director Survey responses

In the spring of 2026, a survey was developed by Toronto Public Health Staff to obtain feedback on the Board of Health Procedures By-law. The survey was distributed to

members of the Board of Health of Toronto Public Health on May 29, 2026. The survey closed on June 12, 2026 and received a 41% response rate.

Feedback obtained through the survey indicated that Board of Health meetings are generally functioning well. Board of Health directors said that effective decision-making is well supported by receiving agendas and detailed, well-written reports in advance. The survey responses also highlighted:

- the important role of knowledgeable clerical and technical staff in ensuring meetings run smoothly; and
- hybrid participation is highly effective, offering flexibility for participation in the meetings.

Areas for improvement were identified with some members noting the need for more time to read motions before voting, and for greater preparation in advance of meetings. Respondents also emphasized opportunities to strengthen member engagement and effectiveness. Suggestions included finding ways to improve attendance to address quorum issues, providing additional training on meeting procedures such as motions, and creating opportunities for relationship-building among Board members. Toronto Public Health staff will incorporate survey findings into future work to strengthen Board of Health member engagement.

Consultations with City and Provincial partners

During the spring of 2026, Toronto Public Health staff met with the City Clerk's Office and the City Solicitor to discuss the Board of Health policies and procedures and any improvements that could be made.

Toronto Public Health staff also met with Ministry of Health staff to discuss best practices from other Boards of Health.

Following these meetings, staff did not identify any recommended changes to the By-law.

Next steps

Staff will review the Board of Health By-laws, policies and procedures as necessary and report to the Board of Health in two years with the next review of the by-law.

CONTACT

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SIGNATURE

Dr. Michelle Murti
Medical Officer of Health

Attachment 1: Questions for the 2026 Board of Health Procedures By-Law Survey to
Board of Health Members