

**THE CORPORATION OF THE TOWNSHIP OF KILLALOE, HAGARTY AND  
RICHARDS**

**BY-LAW NUMBER 22-2017**

Being a By-Law to authorize the Mayor and CAO/Clerk-Treasurer of the Township of Killaloe, Hagarty and Richards to execute a Joint Municipal Physician Recruitment and Retention Program agreement with and between the Township of Brudenell, Lyndoch & Raglan, the Township of Madawaska Valley, the Township of North Algona Wilberforce, and the Township of South Algonquin.

**WHEREAS**, pursuant to Section 224(c) and 224(d) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, Council shall determine the services which it provides to ensure that administrative practices and procedures are in place to implement the decisions of Council;

**AND WHEREAS** the Township of Killaloe, Hagarty and Richards agrees with the Township of Brudenell, Lyndoch & Raglan, the Township of Madawaska Valley, the Township of North Algona Wilberforce, and the Township of South Algonquin, to the establishment and implementation of the Joint Municipal Physician Recruitment and Retention Committee;

**AND WHEREAS** the Joint Municipal Physician Recruitment and Retention Committee will concentrate their pursuits on additional family physicians in the area served by St. Francis Memorial Hospital;

**AND WHEREAS** the Council of the Corporation of The Township of Killaloe, Hagarty and Richards deems it advisable to enter into an agreement with the Township of Brudenell, Lyndoch & Raglan, Township of Madawaska Valley, Township of North Algona Wilberforce, and the Township of South Algonquin, in accordance with the Terms of Reference attached to this by-Law as Schedule A;

**AND WHEREAS** the Township of Killaloe, Hagarty and Richards agrees that the Township of Madawaska Valley will be the lead municipality with respect to the Joint Municipal Physician Recruitment and Retention Committee;

**NOW THEREFORE BE IT RESOLVED THAT** the Corporation of the Township of Killaloe, Hagarty and Richards orders and enacts:

1. THAT upon the approval of the Joint Municipal Physician Recruitment and Retention Committee, the Mayor and the CAO/Clerk will be deemed to have signing authorization.
2. THAT a Physician Recruiter for the Joint Municipal Physician Recruitment and Retention Committee is retained and hereby recognized as a contract employee under the auspices of the said committee.
3. THAT a Joint Municipal Physician Recruitment and Retention Committee is hereby established in accordance with the Terms of Reference attached to this by-law as Schedule A;
4. THAT the Terms of Reference, attached hereto as Schedule A forms part of this by-law;
5. THAT this By-law will come into force and take effect on the date of final passing thereof.

Read a first and second time this 4<sup>th</sup> day of April, 2017.

Read a third time and finally passed this 4<sup>th</sup> day of April, 2017.

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Mayor Janice Visneskie Moore

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CAO/Clerk-Treasurer

**SCHEDULE A:**  
**Joint Municipal Physician Recruitment and Retention Committee**

**TERMS OF REFERENCE**

**1. Mandate**

- 1.1. Undertakes strategic planning, program development, and implementation of initiatives for the attraction of new physicians and retention of physicians in the service area.
- 1.2. Liaise with all necessary stakeholders who may assist in recruiting and retaining physicians in the service area of St. Francis Memorial Hospital (Barry's Bay).
- 1.3. Obtain necessary funds from various sources including municipalities, service clubs, the public at large, and corporations to enable the implementation of the initiatives of the Committee.
- 1.4. Actively implement an ongoing program(s) for physician recruitment and retention for medical students, locums, or resident physicians, or other incentives as deemed appropriate by the Committee.
- 1.5. Educate the public with regard to the mandate of the Committee.
- 1.6. Consult with the public, the Ministry of Health and Long-Term Care, the Champlain Local Health Integration Network, Madawaska Valley Family Health Organization, Whitney Family Health Team and Rainbow Valley Community Health Centre regarding attraction and retention activities, and related matters.
- 1.7. Participate with hospitals, teaching facilities, and the local medical community in developing and supporting a doctor mentoring program.

**2. Committee Composition**

- 2.1. The Committee will consist of interested area residents and health care professionals who wish to ensure the attraction and retention of physicians in the service area.
- 2.2. The Committee will have a minimum of five (5) members, representing the participating municipalities, who will exercise full voting rights and privileges with equal weighting.
- 2.3. As outlined in the *Ontario Municipal Act*, a quorum shall be the majority of the whole number of members required to constitute the Committee.
- 2.4. Members are appointed by the Council(s) of the participating Municipalities.
- 2.5. Only one member of each participating municipality shall be a voting member.
- 2.6. The Physician Recruiter shall be assigned to the Committee to act as recording secretary. The Physician Recruiter shall not be a voting member.
- 2.7. Other representation not specifically listed herein may be invited to practice full participation in the Committee meetings but shall not exercise voting rights and privileges. Participation shall be at the discretion of the Chair and voting members of the Committee.

**3. Management**

- 3.1. The chair and vice-chair will be chosen at the first meeting of each calendar year by vote of members present.
- 3.2. The Committee will meet on a regular monthly basis and/or at the call of the Chair.
- 3.3. The Committee makes non-binding recommendations to the Council(s) of the participating municipalities regarding physician recruitment and retention.

**4. Human Resources**

- 4.1. The Committee may make recommendations to the participating municipalities that the services of a Physician Recruiter be retained to aid the Committee in meeting its specified mandate.
- 4.2. The Physician Recruiter shall report to the Committee through the Chairperson.

4.3. The Physician Recruiter shall be governed by the terms and conditions of a separate agreement with the participating municipalities.

**5. Financial**

5.1. The Committee shall approve, on an annual basis, an operational budget that will also contemplate a long-term strategy for funding recruitment efforts.

5.2. Notwithstanding 5.1, the Committee shall not present a deficit budget without first seeking approval of the participating municipalities by Council resolution.

5.3. In the absence of a separate bank account, the Committee shall utilize the financial services of a participating municipality, upon resolution of the Council of the participating municipality.

Upon dissolution of the Committee, the funds that remain in the reserves/surplus account(s) shall be distributed to the current participating municipalities on a percentage/ratio basis, based upon the current year's contributions