

2024 LGLDHU Duty of Care Summary

Category	Activity	Completion Date	Notes
T3010 Submission	The Registered Charity Information Return (T3010) is filed within six months of Dec 31. (yearend)		Due June 2024.
Harmonized Sales Tax (HST)	The HST is reconciled and filed every three months.	<ul style="list-style-type: none"> • Fourth quarter was filed January 29, 2024 	Filed every quarter. <ul style="list-style-type: none"> • First quarter • Second quarter • Third Quarter • Fourth Quarter
Board of Directors' Liability Insurance	This insurance is maintained through the timely payment of its premiums with annual policy evaluation and renewal.		Insurance through Sussex Corporate Risk Inc. Payment due in September 2024.
Financial Information	No information material to the financial operations of the Health Unit has been withheld.		Auditor: KPMG Audit to be completed in June 2024.
Communication to the Board of Health	Developments that would have legal or governance implications for the Board of Health are communicated to the Board of Health.		The MOH would communicate to the Board of Health as required.
Board of Health Governance Requirements	The Board of Health complies with the governance requirements of the Health Protection and Promotion Act (HPPA) and all applicable legislation and regulations.		Review of By-law #1 is currently underway.