

July 3, 2020

Irwin Glasberg
Interim Deputy Attorney General,
Ministry of the Attorney General
McMurtry-Scott Building
11th Floor, 720 Bay Street
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Dear Deputy Glasbert:

I would like to begin by offering my thanks to you and your staff for their collaborative efforts to ensure that the owned and leased buildings occupied by MAG and managed by IO are ready for re-occupancy on July 6, 2020. Our teams have effectively worked together to ensure that, beyond the current best practices that are utilized to manage the facilities in normal circumstances, we have collectively adopted the advice of industry and health professionals to ensure that every effort is being made to support the ongoing operation of our workplaces during the pandemic and beyond.

Advice from the Building Owners and Managers Association (BOMA), American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE), Public Services Health and Safety Association (PSHSA), Occupational Health Clinics for Ontario Workers (OHCOW), ECOH Management Inc. (ECOH) and other health and industry authorities have been reviewed and adapted as part of the return to work strategy. Safety remains a top priority and to prepare for the phased reopening of courthouses, several activities have been initiated that are intended to inform and protect all courthouse occupants including:

- Enhanced cleaning;
- Installation of hand sanitizer stations;
- Installation of plexiglass shields;
- Installation of physical distancing markers; and,
- Installation of posters (personal hygiene, physical distancing, elevators, etc.).

In order to ensure the building systems are operating at an optimal level in accordance with current standards and evolving recommendations, additional measures have also been taken to support the readiness of the facilities including:

- Surveys of the HVAC systems to identify the current state relative to evolving health and industry recommendations; and,
- Implementation of a 10-Point HVAC readiness plan which includes operational initiatives and preventive maintenance activities, such as increased air filter changes, adjusting/reviewing building HVAC operating schedules to optimize outdoor air intake and performing monitoring of indoor air quality.

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At this time, the Public Health Agency of Canada (PHAC) continues to promote that COVID-19 is not known to spread through ventilation systems and Public Health Ontario (PHO) has reported that there is “no direct evidence that ventilation systems can either transmit or mitigate the risk of transmission”. Nevertheless and wherever possible, IO is continuing to monitor and make adjustments to optimize ventilation.

The HVAC survey, data collection, review exercise and 10-Point readiness plan have been undertaken as part of a multi-faceted approach to ensure that workplaces are operating optimally and in a manner consistent with recommendations as outlined by health authorities and credible industry standards. The HVAC survey utilized the ECOH ‘Infection Control in Ontario Courthouses’ report and additional information provided by Public Services Health & Safety Association (PSHSA). Questions within the survey were aimed to capture current building system conditions and capabilities at owned and leased buildings and focus operational alignment with emerging industry recommendations where possible.

All of the data collected and shared to date is to ensure that all interested parties have a clear understanding of site specific HVAC conditions. Review and measurement of indoor air quality included, but was not limited to, the current air filter rating, average carbon dioxide (CO₂) levels within the buildings, relative humidity, and other indoor air quality parameters. These indoor air quality parameters were obtained through building automation systems (BAS) and field validation. Any system limitations were also identified through this process and where existing owned and leased facilities have been unable to provide information regarding relative humidity, CO₂ and/or temperature, IO is mobilizing third party vendors to provide such readings. Measuring these parameters is an effective indicator of appropriate levels of ventilation as per current industry recommendations and will assist in ensuring that building conditions are in line with predicted occupancy levels.

I want to thank you again for your support during these challenging times. As we progress through the phases of re-opening, IO will continue to monitor and respond to best practices from accredited health and industry organizations and work with service providers and landlords to make necessary building operational adjustments, as practical and when required. We will also continue to ensure that all parties are informed of identified best practices from accredited organizations and that all buildings are operated in accordance with applicable industry standards and codes.

Sincerely,

Toni Rossi, President
Real Estate
Infrastructure Ontario

cc: Paula Reid, Assistant Deputy Attorney General/Chief Administrative Officer
Sean Wiley, Executive Vice President, Asset & Contract Management
Tera Oswald, Senior Vice President, Real Estate Operations and Client Advisory