

**Report to
Rapport au:**

**Ottawa Board of Health
Conseil de santé d'Ottawa
15 September 2025 / le 15 septembre 2025**

**Submitted on August 15, 2025
Soumis le 15 août 2025**

**Submitted by
Soumis par:**

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Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE File Number: ACS2025-OPH-BOH-0012

SUBJECT: 2026 Ottawa Board of Health Meeting Schedule

OBJET: Horaire des réunions du Conseil de santé d'Ottawa pour l'année 2026

REPORT RECOMMENDATION

That the Board of Health for the City of Ottawa Health Unit approve the 2026 meeting schedule, as outlined in this report.

RECOMMANDATION DU RAPPORT

Que le Conseil de santé de la circonscription sanitaire de la ville d'Ottawa approuve l'horaire des réunions de 2026, tel que décrit dans le présent rapport.

BACKGROUND

The purpose of this report is to set out the 2026 meeting dates for the Ottawa Board of Health, which will mark the final full year of the current Board's term. The term of

Council and its associated Boards, including the Board of Health, is scheduled to conclude on November 14, 2026, following the municipal election.

Section 8 of the Procedure By-law (By-law No. 2011-1) outlines that regular meetings are to be held at 5:00 pm on the third Monday of the month unless otherwise changed by the Board. The Chair may vary the time and date of individual meetings.

DISCUSSION

It is expected that in 2026 the Board will meet six (6) times. As a result, regular Board meetings have been scheduled on the following dates to enable timely decision-making.

- February 9, 2026 (second Monday of the month because the third Monday is Family Day)
- April 20, 2026
- June 15, 2026
- September 21, 2026
- November 2, 2026 (*Tentatively the final meeting of the current term*)
- December 21, 2026 (*Tentative meeting following Council appointments on December 14; includes election of Interim Chair and adoption of the 2027 meeting schedule*)

These meetings fall within the final year of the current Board term, which began in November 2022 and concludes in November 2026. There are no procedural or legislative barriers preventing the Board from meeting during the municipal election period or between September and December of a non-election year. The Board remains fully functional throughout its final year.

The 2026 municipal election will initiate the recruitment of new public members, with appointments anticipated prior to the start of the new term on November 16, 2026. Council appointments to Boards are expected to be finalized by December 14, 2026. Staff will coordinate onboarding and orientation for new members in late 2026 and early 2027.

Per Section 10 of the Board's Procedure By-law (By-law No. 2011-1), regular meetings are held in the Champlain Room at Ottawa City Hall, or another location specified in the meeting agenda. Since the COVID-19 pandemic, meetings have been conducted in a hybrid format, allowing for both in-person attendance and virtual participation via Zoom.

If necessary, a Special Meeting may be convened in accordance with Section 14 of the Procedure By-law—either at the call of the Chair or upon petition by a majority of Board Members.

RURAL IMPLICATIONS

There are no rural implications associated with this report.

CONSULTATION

The purpose of this report is administrative in nature and therefore no public consultation is required.

LEGAL IMPLICATIONS

There are no legal impediments to implementing the recommendation in this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated to this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with this report.

DISPOSITION

Staff will arrange for Board of Health meetings for 2026, as per the meeting schedule adopted by the Board. The meeting schedule may be amended throughout the year pursuant to certain provisions of the Procedure By-law.