

**Report to
Rapport au:**

**Ottawa Board of Health
Conseil de santé d'Ottawa
2 March 2015 / 2 mars 2015**

**Submitted on February 23, 2015
Soumis le 23 février 2015**

**Submitted by
Soumis par:
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Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE File Number: ACS2015-OPH-SSB-0004

SUBJECT: ELECTION OF CHAIR AND VICE-CHAIR

OBJET: ÉLECTION D'UN(E) PRÉSIDENT(E) ET D'UN(E) VICE-PRÉSIDENT(E)

REPORT RECOMMENDATIONS

That the Board of Health for the City of Ottawa Health Unit:

- 1. Elect a Chair for the remainder of the 2014-2018 term, to be confirmed at the first meeting of each year as required by the *Health Protection and Promotion Act*; and**
- 2. Elect a Vice-Chair for the remainder of the 2014-2018 term, to be confirmed at the first meeting of each year as required by the *Health Protection and Promotion Act*.**

RECOMMANDATIONS DU RAPPORT

Que le Conseil de santé de la circonscription sanitaire de la ville d'Ottawa :

- 1. Élise un(e) président(e) pour le reste du mandat de 2014-2018. Ceci doit être confirmé à la première réunion de chaque année, conformément à la *Loi sur la protection et la promotion de la santé*; et**
- 2. Élise un(e) vice-président(e) pour le reste du mandat de 2014-2018. Ceci doit être confirmé à la première réunion de chaque année, conformément à la *Loi sur la protection et la promotion de la de la santé*.**

BACKGROUND

The Board of Health (BOH) for the City of Ottawa Health Unit is currently in a transitional period. Council representatives were appointed to the BOH by the nominating Committee through the following recommendation, carried at the Council meeting of December 10, 2014:

That Council appoint the following Members of Council to the various Boards:

Ottawa Board of Health

- i. Councillor Shad Qadri and that Council recommend to the Ottawa Board of Health that Councillor Qadri be nominated to be Chair of the Board;**
- ii. Councillor Mark Taylor;**
- iii. Councillor Mathieu Fleury;**
- iv. Councillor Catherine McKenney;**
- v. Councillor David Chernushenko; and**
- vi. Councillor Michael Qaqish.**

The first meeting of 2015 took place on January 19, 2015, which included the six newly appointed Council members and past public members. In accordance with the *Health Protection and Promotion Act*, an interim Chair, Councillor Qadri and interim Vice-Chair, Member Kapur were elected at this meeting.

Public members were appointed to the BOH through the following recommendation, carried at the Council meeting of February 11, 2015:

That Council approve the appointments to the Ottawa Board of Health, all terms to be effective immediately and to expire 30 November 2018:

- i. Atul Kapur;**
- ii. Lewis Leikin;**
- iii. Suzanne Pinel;**
- iv. Jo-Anne Poirier**
- v. Peter Tilley; and**
- vi. Janet Cosier (Reserve member).**

The second meeting in 2015, scheduled for March 2, will consist of the newly appointed BOH members (Council and public) where a Chair and Vice-Chair will be elected for the remainder of the 2014-2018 term, and these nominations will be confirmed at the first meeting of the year for the remainder of the term, in accordance with the *Health Protection and Promotion Act*.

DISCUSSION

The role of the Chair, pursuant to section 3 of the Board of Health's *Procedural By-law* is as follows:

DUTIES OF THE CHAIR

3. It shall be the duty of the Chair to carry out the responsibilities set forth in this by-law and:

- a. to open the meeting of the Board by taking the chair and calling the Members to order;
- b. to announce the business before the Board and the order of business;
- c. to receive and submit, in the proper manner, all motions presented by the Members of the Board;
- d. to put to a vote all motions in the proper form which arise in the course of the meeting, and to announce the result;

- e. to vote on all matters, which are moved and seconded, or which arise in the course of the meeting;
- f. to decline to put to a vote motions which infringe upon the Rules of Procedure;
- g. to enforce the Rules of Procedure;
- h. to restrain the Members when necessary during debate within the Rules of Procedure;
- i. to enforce on all occasions the observance of order and decorum among the Members;
- j. to call by name any Member persisting in a breach of the Rules of Procedure and order the Member to vacate the meeting of the Board;
- k. to permit questions to be asked through the Chair of any officer of the Board in order to provide information to assist any debate when the Chair decides it is appropriate;
- l. to provide information to Members of the Board on any matter touching on the business of the Board;
- m. to receive all petitions and communications and announce them to the Board;
- n. to authenticate, by signature, all by-laws, and minutes of the Board;
- o. to inform the Members of the Board of the proper procedure to be followed;
- p. to represent and support the Board, to state and to implicitly obey the Board's decisions in all matters;
- q. where it is not possible to maintain order, the Chair may, without any motion being put, adjourn the meeting to a time to be named by the Chair; and,
- r. to adjourn the meeting when the business is concluded.

The role of the Vice-Chair is to act for the Chair, in the Chair's absence.

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 recommendations 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.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications associated with this report.

TECHNOLOGY IMPLICATIONS

There are no new technology implications associated with this report.

DISPOSITION

Upon approval of the recommendations by the Board of Health, the Board Secretary will support, as needed, the Chair and Vice-Chair in their respective roles.