

**Report to
Rapport au:**

**Ottawa Board of Health
Conseil de santé d'Ottawa
19 November 2018 / 19 novembre 2018**

**Submitted on November 9, 2018
Soumis le 9 novembre 2018**

**Submitted by
Soumis par:
Dr./D^{re} Vera Etches,
Medical Officer of Health/Médecin chef en santé publique**

**Contact Person
Personne ressource:
Diane Blais, Board of Health Secretary / Secrétaire du Conseil de santé Ottawa
Public Health/Santé publique Ottawa
613-580-2424, ext./poste 21544, Diane.Blais@ottawa.ca**

Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE File Number: ACS2018-OPH-BOH-0010

SUBJECT: 2019 OTTAWA BOARD OF HEALTH MEETING SCHEDULE

**OBJET: HORAIRE DES RÉUNIONS DU CONSEIL DE SANTÉ D'OTTAWA
POUR L'ANNÉE 2019**

REPORT RECOMMENDATION

That the Board of Health for the City of Ottawa Health Unit approve the 2019 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 2019 tel que décrit dans le présent rapport.

BACKGROUND

The purpose of this report is to set out the meeting dates for 2019 and to ensure that Board members can make the appropriate arrangements in their calendars. Section 8 of the *Procedure By-law* (By-law No. 2011-1) for the Ottawa Board of Health outlines certain parameters for regular Board meetings. Specifically, it states that the regular meetings are to be held at 5:00 pm on the third Monday of the month, unless otherwise changed by the Board, and that the time and date of individual regular meetings may be varied by the Chair.

DISCUSSION

It is expected that in 2019 the Board will meet six times. As a result, regular Board meetings have been scheduled to enable timely decision-making on the following dates in 2019.

- February 4, 2019 (budget tabling, to align with Council schedule)
- March 4, 2019 (budget approval, to align with Council schedule)
- April 15, 2019
- June 17, 2019
- September 16, 2019
- November 18, 2019

Section 10 of the *Procedure By-law* (By-law No. 2011-1) for the Ottawa Board of Health states that the regular meetings of the Board shall be held in the Champlain Room at Ottawa City Hall or at such other place as is specified in the agenda.

Finally, if the need arises for a Special Meeting of the Board of Health, one may be called, as outlined in section 14 of the *Procedural By-law*.

At this time, it is anticipated that there may be a need to amend the meeting schedule in the latter part of the year in order to align with the City Council's process and timelines for the 2020 Budget process. As indicated above, the *Procedure By-law* allows for such changes to be made to the schedule, at the call of the Chair, subject to sufficient notice being given to 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

Ottawa Public Health staff will arrange Board of Health meetings for 2019, as per the meeting schedule adopted by the Board.