

**Report to
Rapport au:**

**Ottawa Board of Health
Conseil de santé d'Ottawa
1 November 2021 / le 1er novembre 2021**

**Submitted on October 21, 2021
Soumis le 21 octobre 2021**

**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: ACS2021-OPH-BOH-0010

SUBJECT: 2022 OTTAWA BOARD OF HEALTH MEETING SCHEDULE

OBJET: HORAIRE DES RÉUNIONS DU CONSEIL DE SANTÉ D'OTTAWA POUR L'ANNÉE 2022

REPORT RECOMMENDATION

That the Board of Health for the City of Ottawa Health Unit approve the 2022 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 2022, tel que décrit dans le présent rapport.

BACKGROUND

The purpose of this report is to set out the meeting dates for 2022 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 2022 the Board will meet six times. As a result, regular Board meetings have been scheduled on the following dates to enable timely decision-making in 2022.

- February 14, 2022 (second Monday of the month because the third Monday is Family Day)
- April 25, 2022 (fourth Monday of the month because the third Monday is Easter Monday)
- June 20, 2022
- September 19, 2022
- November 21, 2022
- December 12, 2022 (second Monday of the month because the third Monday is the first day of Hannukkah)

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 the call of the Chair or by petition of the 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 2022, 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.