

Board of Health Manual
Public Health Sudbury & Districts
Policy

Category

Board of Health Proceedings

Section

Board of Health Meetings

Subject

Minutes and Motions

Number

E-I-13

Approved By

Board of Health

Original Date

November 15, 2007

Revised Date

Review Date

June 21, 2018

Purpose

Board of Health minutes will be maintained. These minutes will serve as a Record of meeting, as per the *Municipal Act, Section 239, Subsection (7)*:

A municipality or local board or a committee of either of them, shall record without note or comment all resolutions, decisions, and other proceedings at a meeting of the body, whether it is closed to the public or not. 2006, c. 32, Sched. A, s. 103 (3).