

25 October 2012



City Council Committee Report

To: Mayor and Council

Fr: Joanne L. McMillin, City Clerk

Re: 2013 Meeting Schedule

Recommendation:

That in accordance with the Rules of Order and Procedure Council hereby approves the 2013 Schedule of Committee and Council Meetings as attached to the October 25, 2012 report of the City Clerk.

Background:

The annual schedule of meetings is adopted for the year in accordance with the Procedural By-law; as usual due to conference scheduling dates some adjustments have been made as required.

Another change you will note on the schedule is during the months of August, October and November there is a shift in Committee meetings due to Stat. Holidays. Typically when the Committee meetings are affected the Council meeting remains static on the following Monday and in terms of preparation for those meetings, the Clerk's Office loses one day to assist with that preparation. To correct this I'm suggesting that where and when this occurs that the Monday Council meeting also be shifted one day and scheduled for the following Tuesday. As noted this occurs three times in 2013 and I would expect this would be the maximum in any calendar year. I trust this is supported and if so, will form part of the revised Procedural By-law.

On a forward basis any changes required to the schedule shall be done by way of Council resolution.

Budget:

N/A

Communication Plan/Notice By-law Requirements:

Managers, applicable staff, media, public notice on the Portal.