



TO:	GENERAL COMMITTEE
SUBJECT:	SCHEDULE OF CITY COUNCIL AND GENERAL COMMITTEE MEETINGS FOR 2019 TO 2022
PREPARED BY AND KEY CONTACT:	W. COOKE, CITY CLERK/DIRECTOR OF LEGISLATIVE AND COURT SERVICES, EXT. 4560
SUBMITTED BY:	W. COOKE, CITY CLERK/DIRECTOR OF LEGISLATIVE AND COURT SERVICES
GENERAL MANAGER APPROVAL:	D. MCALPINE, GENERAL MANAGER OF COMMUNITY AND CORPORATE SERVICES
CHIEF ADMINISTRATIVE OFFICER APPROVAL:	M. PROWSE, CHIEF ADMINISTRATIVE OFFICER

RECOMMENDED MOTION

1. That the schedule of City Council and General Committee meetings for 2019 to 2022 attached as Appendix "A" to Staff Report LCS013-18, be approved.
2. That the City Clerk be authorized to alter the schedule of City Council and General Committee meetings to delete a meeting(s), should a meeting date(s) fall on any newly prescribed Statutory Holiday and/or the dates for March Break, the Association of Municipalities of Ontario Annual Conference or Municipal Elections be different than those included in Appendix "A" to Staff Report LCS013-18.

PURPOSE & BACKGROUND

3. The purpose of this Report is to recommend a schedule of meetings for the years 2019 to 2022.
4. The Legislative and Court Services Branch maintains a schedule of meetings for both City Council and General Committee. Currently, Articles 4.1 and 12.3 of By-law 2013-072 governing the procedures of City Council specify that regular meetings of City Council and Standing Committee shall be held on Mondays, except during July, when Monday is a holiday and when otherwise determined by City Council.

ANALYSIS

9. The proposed schedule of meetings attached as Appendix "A" alternates its City Council and Standing Committee (General Committee) meetings. Meetings have been included on the schedule for each Monday evening, with the following exceptions based on traditional exemptions:
 - a) Holidays: New Year's Day, Family Day, Easter Monday, Victoria Day, Civic Holiday, Labour Day, Thanksgiving Day, and Christmas Day
 - b) A Monday in March - March Break
 - c) Remembrance Day in 2019
 - d) The third and fourth Mondays in October 2022 – Municipal Election

10. In addition to the traditional exemptions, the following additional changes have been proposed in the schedule attached as Appendix "A":

Proposed Change	Rationale
That a double meeting be scheduled on the second Monday in August in 2019, 2020, 2021 and 2022.	During the 2014-2018 Term of Council, there were no meetings scheduled for the months of July and August. Given the new timelines associated with LPAT and the potential need for a meeting in the summer, a General Committee and City Council Meeting will be scheduled. If it is realized by the last meeting of Council in June of the calendar year that the meetings will not be required, the meeting will be cancelled. A meeting can be called by the Mayor and City Clerk at any time.
The first Monday after the Municipal Election in 2022 and the Monday on the last day of the term. (October 31, November 14) are proposed to be deleted.	In 2010, 2014 and 2018, only two of the meetings between the municipal election and the inaugural meeting of City Council were maintained as little business is scheduled since City Council's actions may be restricted as a result of the "lame duck" provisions. In 2022, due to the shorter time frame between Election Day and the Council term commencing, it is proposed that only a combined General Committee / City Council Meeting take place.

11. While the proposed changes will maintain a similar number of meetings to 2018, there are provisions contained with the Procedural By-law which would permit the scheduling of additional meetings, with appropriate notice, if required. These provisions have been utilized in the past on a relatively regular basis throughout the year to schedule early meetings or additional meetings, as they may be required given the nature of decision-making requirements for the Corporation and any associated timing constraints.
12. It is proposed that the City Clerk be delegated the authority to alter the schedule of meetings should a meeting date(s) fall on any newly prescribed Statutory Holiday and/or the dates for March Break, the Association of Municipalities of Ontario Annual Conference or Municipal Elections be changed. This proposed change would allow for the schedule to be amended without requiring a motion to be adopted by City Council. The dates for March Break and the Association of Municipalities of Ontario Annual Conference in 2022 have been assumed as these dates are not established this far in advance.

ENVIRONMENTAL MATTERS

13. There are no environmental matters related to the recommendation.

ALTERNATIVES

14. The following alternatives are available for consideration by General Committee:

Alternative #1: General Committee could decide to add and/or delete meetings as deemed necessary. Staff have proposed the traditional schedule of meetings with the alternating of General Committee and City Council, for the four year term along with additional changes to reflect comments from the public/members of City Council.

There are provisions contained with the Procedural By-law which would permit the scheduling of additional meetings, with appropriate notice. At any point in the term of City Council, the deletion of specific meetings could be considered.

Alternative #2: General Committee could add in 2 additional meetings immediately following the 2022 Municipal Election and before the Inaugural Meeting of the 2022 to 2026 City Council. (October 31, November 7, 2022). November 14, 2022 is the last day of the 2018-2022 Council term.

In 2010, 2014 and 2018, two of the meetings between the municipal election and the inaugural meeting of City Council were cancelled. Depending on the composition of the new City Council for 2022-2026, City Council's actions may be restricted as a result of the "lame duck" provisions.

Alternative #3: General Committee could delete all of the meetings scheduled for the period after October 3, 2022 and commence meetings again at the beginning of the new term of Council.

Most recently, limited matters have been presented during this period due in part to the restrictions on decision-making contained within the *Municipal Act*. Should General Committee and City Council decide to proceed with this alternative, there are provisions contained with the Procedural By-law which would permit the scheduling of additional meetings, with appropriate notice, if required.

FINANCIAL

15. There are no direct financial implications associated with the recommendations in this report.

LINKAGE TO 2018-2022 CITY COUNCIL STRATEGIC PLAN

16. The 2018-2022 City Council Strategic Plan has not been finalized as of the writing of this Report.

APPENDIX "A"

2019 TO 2022 PROPOSED MEETING SCHEDULE

2019		
Date	Meeting	Time
Monday, January 7, 2019	General Committee	7:00 p.m.
Monday, January 14, 2019	City Council	7:00 p.m.
Monday, January 21, 2019	General Committee	7:00 p.m.
Monday, January 28, 2019	City Council	7:00 p.m.
Monday, February 4, 2019	General Committee	7:00 p.m.
Monday, February 11, 2019	City Council	7:00 p.m.
Monday, February 18, 2019	Family Day	No Meeting
Monday, February 25, 2019	General Committee	7:00 p.m.
Monday, March 4, 2019	City Council	7:00 p.m.
Monday, March 11, 2019	March Break	No Meeting
Monday, March 18, 2019	General Committee	7:00 p.m.
Monday, March 25, 2019	City Council	7:00 p.m.
Monday, April 1, 2019	General Committee	7:00 p.m.
Monday, April 8, 2019	City Council	7:00 p.m.
Monday, April 15, 2019	General Committee	7:00 p.m.
Monday, April 22, 2019	Easter Monday	No Meeting
Monday, April 29, 2019	City Council	7:00 p.m.
Monday, May 6, 2019	General Committee	7:00 p.m.
Monday, May 13, 2019	City Council	7:00 p.m.
Monday, May 20, 2019	Victoria Day	No Meeting
Monday, May 27, 2019	General Committee	7:00 p.m.
Monday, June 3, 2019	City Council	7:00 p.m.
Monday, June 10, 2019	General Committee	7:00 p.m.
Monday, June 17, 2019	City Council	7:00 p.m.
Monday, June 24, 2019	General Committee/City Council	7:00 p.m.
Monday, July 1, 2019	Canada Day	No Meeting
Monday, July 8, 2019	Summer Recess	No Meeting
Monday, July 15, 2019	Summer Recess	No Meeting
Monday, July 22, 2019	Summer Recess	No Meeting
Monday, July 29, 2019	Summer Recess	No Meeting
Monday, August 5, 2019	Civic Holiday	No Meeting
Monday, August 12, 2019	General Committee/City Council	7:00 p.m.
Monday, August 19, 2019	Annual AMO Conference	No Meeting
Monday, August 26, 2019	Summer Recess	No Meeting



Monday, September 2, 2019	Labour Day	No Meeting
Monday, September 9, 2019	General Committee	7:00 p.m.
Monday, September 16, 2019	City Council	7:00 p.m.
Monday, September 23, 2019	General Committee	7:00 p.m.
Monday, September 30, 2019	City Council	7:00 p.m.
Monday, October 7, 2019	General Committee	7:00 p.m.
Monday, October 14, 2019	Thanksgiving	No Meeting
Monday, October 21, 2019	City Council	7:00 p.m.
Monday, October 28, 2019	General Committee	7:00 p.m.
Monday, November 4, 2019	City Council	7:00 p.m.
Monday, November 11, 2019	Remembrance Day	No Meeting
Monday, November 18, 2019	General Committee	7:00 p.m.
Monday, November 25, 2019	City Council	7:00 p.m.
Monday, December 2, 2019	General Committee	7:00 p.m.
Monday, December 9, 2019	City Council	7:00 p.m.
Monday, December 16, 2019	General Committee/City Council	7:00 p.m.
Monday, December 23, 2019	Holiday Break	No Meeting
Monday, December 30, 2019	Holiday Break	No Meeting



2020		
Monday, January 6, 2020	General Committee	7:00 p.m.
Monday, January 13, 2020	City Council	7:00 p.m.
Monday, January 20, 2020	General Committee	7:00 p.m.
Monday, January 27, 2020	City Council	7:00 p.m.
Monday, February 3, 2020	General Committee	7:00 p.m.
Monday, February 10, 2020	City Council	7:00 p.m.
Monday, February 17, 2020	Family Day	No Meeting
Monday, February 24, 2020	General Committee	7:00 p.m.
Monday, March 2, 2020	City Council	7:00 p.m.
Monday, March 9, 2020	General Committee	7:00 p.m.
Monday, March 16, 2020	March Break	No Meeting
Monday, March 23, 2020	City Council	7:00 p.m.
Monday, March 30, 2020	General Committee	7:00 p.m.
Monday, April 6, 2020	City Council	7:00 p.m.
Monday, April 13, 2020	Easter Monday	No Meeting
Monday, April 20, 2020	General Committee	7:00 p.m.
Monday, April 27, 2020	City Council	7:00 p.m.
Monday, May 4, 2020	General Committee	7:00 p.m.
Monday, May 11, 2020	City Council	7:00 p.m.
Monday, May 18, 2020	Victoria Day	No Meeting
Monday, May 25, 2020	General Committee	7:00 p.m.
Monday, June 1, 2020	City Council	7:00 p.m.
Monday, June 8, 2020	General Committee	7:00 p.m.
Monday, June 15, 2020	City Council	7:00 p.m.
Monday, June 22, 2020	General Committee	7:00 p.m.
Monday, June 29, 2020	City Council	7:00 p.m.
Monday, July 6, 2020	Summer Recess	No Meeting
Monday, July 13, 2020	Summer Recess	No Meeting
Monday, July 20, 2020	Summer Recess	No Meeting
Monday, July 27, 2020	Summer Recess	No Meeting
Monday, August 3, 2020	Civic Holiday	No Meeting
Monday, August 10, 2020	General Committee/City Council	7:00 p.m.
Monday, August 17, 2020	Annual AMO Conference	No Meeting
Monday, August 24, 2020	Summer Recess	No Meeting
Monday, August 31, 2020	Summer Recess	No Meeting
Monday, September 7, 2020	Labour Day	No Meeting
Monday, September 14, 2020	General Committee	7:00 p.m.
Monday, September 21, 2020	City Council	7:00 p.m.
Monday, September 28, 2020	General Committee	7:00 p.m.



Monday, October 5, 2020	City Council	7:00 p.m.
Monday, October 12, 2020	Thanksgiving	No Meeting
Monday, October 19, 2020	General Committee	7:00 p.m.
Monday, October 26, 2020	City Council	7:00 p.m.
Monday, November 2, 2020	General Committee	7:00 p.m.
Monday, November 9, 2020	City Council	7:00 p.m.
Monday, November 16, 2020	General Committee	7:00 p.m.
Monday, November 23, 2020	City Council	7:00 p.m.
Monday, November 30, 2020	General Committee	7:00 p.m.
Monday, December 7, 2020	City Council	7:00 p.m.
Monday, December 14, 2020	General Committee/City Council	7:00 p.m.
Monday, December 21, 2020	Holiday Break	No Meeting
Monday, December 28, 2020	Holiday Break	No Meeting



2021		
Monday, January 4, 2021	General Committee	7:00 p.m.
Monday, January 11, 2021	City Council	7:00 p.m.
Monday, January 18, 2021	General Committee	7:00 p.m.
Monday, January 25, 2021	City Council	7:00 p.m.
Monday, February 1, 2021	General Committee	7:00 p.m.
Monday, February 8, 2021	City Council	7:00 p.m.
Monday, February 15, 2021	Family Day	No Meeting
Monday, February 22, 2021	General Committee	7:00 p.m.
Monday, March 1, 2021	City Council	7:00 p.m.
Monday, March 8, 2021	General Committee	7:00 p.m.
Monday, March 15, 2021	March Break	No Meeting
Monday, March 22, 2021	City Council	7:00 p.m.
Monday, March 29, 2021	General Committee	7:00 p.m.
Monday, April 5, 2021	Easter Monday	No Meeting
Monday, April 12, 2021	City Council	7:00 p.m.
Monday, April 19, 2021	General Committee	7:00 p.m.
Monday, April 26, 2021	City Council	7:00 p.m.
Monday, May 3, 2021	General Committee	7:00 p.m.
Monday, May 10, 2021	City Council	7:00 p.m.
Monday, May 17, 2021	General Committee	7:00 p.m.
Monday, May 24, 2021	Victoria Day	No Meeting
Monday, May 31, 2021	City Council	7:00 p.m.
Monday, June 7, 2021	General Committee	7:00 p.m.
Monday, June 14, 2021	City Council	7:00 p.m.
Monday, June 21, 2021	General Committee	7:00 p.m.
Monday, June 28, 2021	City Council	7:00 p.m.
Monday, July 5, 2021	Summer Recess	No Meeting
Monday, July 12, 2021	Summer Recess	No Meeting
Monday, July 19, 2021	Summer Recess	No Meeting
Monday, July 26, 2021	Summer Recess	No Meeting
Monday, August 2, 2021	Civic Holiday	No Meeting
Monday, August 9, 2021	General Committee/City Council	7:00 p.m.
Monday, August 16, 2021	Annual AMO Conference	No Meeting
Monday, August 23, 2021	Summer Recess	No Meeting
Monday, August 30, 2021	Summer Recess	No Meeting
Monday, September 6, 2021	Labour Day	No Meeting
Monday, September 13, 2021	General Committee	7:00 p.m.
Monday, September 20, 2021	City Council	7:00 p.m.
Monday, September 27, 2021	General Committee	7:00 p.m.



Monday, October 4, 2021	City Council	7:00 p.m.
Monday, October 11, 2021	Thanksgiving	No Meeting
Monday, October 18, 2021	General Committee	7:00 p.m.
Monday, October 25, 2021	City Council	7:00 p.m.
Monday, November 1, 2021	General Committee	7:00 p.m.
Monday, November 8, 2021	City Council	7:00 p.m.
Monday, November 15, 2021	General Committee	7:00 p.m.
Monday, November 22, 2021	City Council	7:00 p.m.
Monday, November 29, 2021	General Committee	7:00 p.m.
Monday, December 6, 2021	City Council	7:00 p.m.
Monday, December 13, 2021	General Committee/City Council	7:00 p.m.
Monday, December 20, 2021	Holiday Break	No Meeting
Monday, December 27, 2021	Holiday Break	No Meeting

2022		
Monday, January 3, 2022	New Years Day Observed	No Meeting
Monday, January 10, 2022	General Committee	7:00 p.m.
Monday, January 17, 2022	City Council	7:00 p.m.
Monday, January 24, 2022	General Committee	7:00 p.m.
Monday, January 31, 2022	City Council	7:00 p.m.
Monday, February 7, 2022	General Committee	7:00 p.m.
Monday, February 14, 2022	City Council	7:00 p.m.
Monday, February 21, 2022	Family Day	No Meeting
Monday, February 28, 2022	General Committee	7:00 p.m.
Monday, March 7, 2022	City Council	7:00 p.m.
Monday, March 14, 2022	March Break	No Meeting
Monday, March 21, 2022	General Committee	7:00 p.m.
Monday, March 28, 2022	City Council	7:00 p.m.
Monday, April 4, 2022	General Committee	7:00 p.m.
Monday, April 11, 2022	City Council	7:00 p.m.
Monday, April 18, 2022	Easter Monday	No Meeting
Monday, April 25, 2022	General Committee	7:00 p.m.
Monday, May 2, 2022	City Council	7:00 p.m.
Monday, May 9, 2022	General Committee	7:00 p.m.
Monday, May 16, 2022	City Council	7:00 p.m.
Monday, May 23, 2022	Victoria Day	No Meeting
Monday, May 30, 2022	General Committee	7:00 p.m.
Monday, June 6, 2022	City Council	7:00 p.m.
Monday, June 13, 2022	General Committee	7:00 p.m.
Monday, June 20, 2022	City Council	7:00 p.m.
Monday, June 27, 2022	General Committee/City Council	7:00 p.m.
Monday, July 4, 2022	Summer Recess	No Meeting
Monday, July 11, 2022	Summer Recess	No Meeting
Monday, July 18, 2022	Summer Recess	No Meeting
Monday, July 25, 2022	Summer Recess	No Meeting
Monday, August 1, 2022	Civic Holiday	No Meeting
Monday, August 8, 2022	General Committee/City Council	7:00 p.m.
Monday, August 15, 2022	Annual AMO Conference	No Meeting
Monday, August 22, 2022	Summer Recess	No Meeting
Monday, August 29, 2022	Summer Recess	No Meeting
Monday, September 5, 2022	Labour Day	No Meeting
Monday, September 12, 2022	General Committee	7:00 p.m.
Monday, September 19, 2022	City Council	7:00 p.m.
Monday, September 26, 2022	General Committee	7:00 p.m.



Monday, October 3, 2022	City Council	7:00 p.m.
Monday, October 10, 2022	Thanksgiving	No Meeting
Monday, October 17, 2022	Pre-Election Week	No Meeting
Monday, October 24, 2022	Election Day	No Meeting
Monday, October 31, 2022	Halloween/Post Election	No Meeting
Monday, November 7, 2022	General Committee/City Council	7:00 p.m.
Monday, November 14, 2022	Post-Election	No Meeting
Monday, November 21, 2022	Inaugural City Council	No Meeting
Monday, November 28, 2022	General Committee	7:00 p.m.
Monday, December 5, 2022	City Council	7:00 p.m.
Monday, December 12, 2022	General Committee/City Council	7:00 p.m.
Monday, December 19, 2022	Holiday Break	No Meeting
Monday, December 26, 2022	Holiday Break	No Meeting