

Report to Governance Working Group

To: Chair and Members
Governance Working Group
From: Michael Schulthess
Subject: Governance Working Group 2024 Meeting Schedule
Date: November 27, 2023

Recommendation

That, on the recommendation of the City Clerk, the following actions be taken with respect to the Governance Working Group Meeting Schedule:

- a) the report dated November 27, 2023, entitled "Governance Working Group 2024 Meeting Schedule", **BE RECEIVED** for information;
- b) the following dates **BE ESTABLISHED** as meeting dates for Governance Working Group (GWG):

Monday, January 22, 2024;
Monday, March 25, 2024;
Monday, May 13, 2024;
Monday, June 24, 2024;
Monday, September 23, 2024; and
Monday, November 25, 2024

it being noted that the meeting times will be at 10:00 AM.

Analysis

1.1 Previous Reports Related to this Matter

Governance Working Group – July 27, 2023 – [Schedule of 2023 Governance Working Group Meeting Dates](#)

1.2 2023 Governance Working Group Meeting Dates

At its meeting on July 27, 2023, Governance Working Group (GWG) passed a motion establishing meeting dates for 2023:

"That the following dates BE ESTABLISHED as monthly meeting dates for Governance Working Group (GWG):

- Monday, August 28;
- Monday, September 25;
- Monday, October 16;
- Monday, November 6;
- Monday, November 27; and
- Monday, December 18

it being noted that the meeting times will be at 1:00 PM."

1.3 2024 Proposed Governance Working Group Meeting Dates

Civic Administration is proposing to schedule six meetings in 2024. There is flexibility to add additional meetings should they be required. GWG would be meeting on the following dates at 10:00 AM:

- Monday, January 22, 2024
- Monday, March 25, 2024
- Monday, May 13, 2024
- Monday, June 24, 2024
- Monday, September 23, 2024
- Monday, November 25, 2024

Conclusion

The suggested dates accommodate the opportunity of regular meetings for Governance Working Group within the existing meeting schedule, allowing for flexibility to incorporate additional meetings if needed.

Recommended by: Michael Schulthess, City Clerk