

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON JUNE 8, 2020
FROM:	CATHY SAUNDERS CITY CLERK
SUBJECT	STANDING COMMITTEE MEETINGS AND ANNUAL MEETING CALENDAR

RECOMMENDATION

That, on the recommendation of the City Clerk, the attached annual meeting calendar for the period January 1, 2021 to December 31, 2021 (Appendix "A"), BE APPROVED; it being understood that adjustments to the calendar may be required from time to time in order to accommodate special/additional meetings or changes to governing legislation.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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- May 14, 2019 – Corporate Services Committee
- April 2, 2019 – Corporate Services Committee
- May 28, 2018 – Governance Working Group
- September 11, 2018 – Corporate Services Committee

BACKGROUND

Annual Meeting Calendar

The attached draft meeting schedule is generally in accordance with the current Council Procedure By-law, which includes the following direction:

- Corporate Services Committee meetings to be held on Mondays at 12:00 PM.
- Civic Works Committee meetings to be held on Tuesdays at 12:00 PM.
- Community and Protective Services Committee to be held on Tuesdays at 4:00 PM.
- Planning and Environment Committee to be held on Mondays at 4:00 PM.
- Strategic Priorities and Policy Committee meetings to be held on Tuesdays at 4:00 PM.

The above-noted draft is a three-week rotation that includes all of the standing committees. Although each cycle includes all standing committees, you will note that some are still identified as "if required".

In developing the draft calendar, consideration was given to the scheduling of the Federation of Canadian Municipalities' (FCM) Annual General Meeting; scheduling of the Association of Municipalities of Ontario's (AMO) Annual General Meeting and scheduling of the Ontario Good Roads Association Annual General Meeting.

Multi-Year Budget Process

The 2021 calendar does not include meetings specifically dedicated to the Multi-Year Budget update.

Additions and/or Adjustments

It is understood that from time to time exceptional circumstances may arise where special meetings will have to be added to the meeting schedule, or certain adjustments may have to be made to the meeting schedule.

RECOMMENDED BY:
CATHY SAUNDERS CITY CLERK

December 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	2	3	4	5
6	7	8 COUNCIL 4:00 PM	9	10	11	12
13	14 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	15 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	16 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	17	18	19
20	21	22	23	24 CITY HALL CLOSED at 12:00 PM CHRISTMAS EVE	25 CITY HALL CLOSED CHRISTMAS DAY	26
27	28 CITY HALL CLOSED	29 CITY HALL CLOSED	30 CITY HALL CLOSED	31 CITY HALL CLOSED NEW YEAR'S EVE		

January 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 CITY HALL CLOSED NEW YEAR'S DAY	2
3	4	5	6	7	8	9
10	11	12 COUNCIL 4:00 PM	13	14	15	16
17	18 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	19 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	20	21	22	23
24	25	26 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	27	28	29	30
31						

February 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 COUNCIL 4:00 PM	3	4	5	6
7	8 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	9 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	10 AUDIT COMMITTEE 12:00 PM	11	12	13
14	15 CITY HALL CLOSED FAMILY DAY	16 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	17	18	19	20
21	22	23 COUNCIL 4:00 PM	24	25	26	27
28						

March 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	2 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM (if needed)	3	4	5	6
7	8	9 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	10	11	12	13
14	15	16	17	18	19	20
MARCH BREAK WEEK						
21	22 DEARNESS COMMITTEE OF MANAGEMENT 12:00 PM	23 COUNCIL 4:00 PM	24	25	26	27
28	29 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	30 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	31			

April 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2 CITY HALL CLOSED GOOD FRIDAY	3
4	5 CITY HALL CLOSED EASTER MONDAY	6 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	7	8	9	10
11	12	13 COUNCIL 4:00 PM	14	15	16	17
18	19 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	20 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	21	22	23	24
25	26	27 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	28	29	30	

May 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 COUNCIL 4:00 PM	5	6	7	8
9	10 CORPORATE SERVICES COMMITTEE 12:00 PM (if needed) PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	11 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	12	13	14	15
16	17	18 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	19	20	21	22
23	24 CITY HALL CLOSED VICTORIA DAY	25 COUNCIL 4:00 PM	26	27	28	29
30	31 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM					

June 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM (if needed)	2	3 <i>FCM ANNUAL CONFERENCE</i>	4 <i>FCM ANNUAL CONFERENCE</i>	5 <i>FCM ANNUAL CONFERENCE</i>
6 <i>FCM ANNUAL CONFERENCE</i>	7	8 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	9	10	11	12
13	14 DEARNESS COMMITTEE OF MANAGEMENT 12:00 PM	15 COUNCIL 4:00 PM	16 AUDIT COMMITTEE 12 PM	17	18	19
20	21 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	22 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	23 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	24	25	26
27	28	29	30			

July 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 CITY HALL CLOSED CANADA DAY	2	3
4	5	6 COUNCIL 4:00 PM	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	27 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	28 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	29	30	31

August 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 CITY HALL CLOSED CIVIC HOLIDAY	3	4	5	6	7
8	9	10 COUNCIL 4:00 PM	11	12	13	14
15 AMO ANNUAL CONFERENCE	16 AMO ANNUAL CONFERENCE	17 AMO ANNUAL CONFERENCE	18 AMO ANNUAL CONFERENCE	19	20	21
22	23	24	25	26	27	28
29	30 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	31 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM				

September 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 CITY HALL CLOSED LABOUR DAY	7 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	8	9	10	11
12	13 DEARNESS COMMITTEE OF MANAGEMENT 12:00 PM	14 COUNCIL 4:00 PM	15	16	17	18
19	20 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	21 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	22 AUDIT COMMITTEE 12:00 PM	23	24	25
26	27	28 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	29	30		

October 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 COUNCIL 4:00 PM	6	7	8	9
10	11 CITY HALL CLOSED THANKSGIVING DAY	12 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	13 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	14	15	16
17	18	19 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	20	21	22	23
24	25	26 COUNCIL 4:00 PM	27	28	29	30
31						

November 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	2 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	3 AUDIT COMMITTEE 12:00 PM	4	5	6
7	8	9 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM	10	11	12	13
14	15	16 COUNCIL 4:00 PM	17	18	19	20
21	22 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	23 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	24	25	26	27
28	29	30 STRATEGIC PRIORITIES AND POLICY COMMITTEE 4:00 PM				

December 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 DEARNESS COMMITTEE OF MANAGEMENT 12:00 PM	7 COUNCIL 4:00 PM	8	9	10	11
12	13 CORPORATE SERVICES COMMITTEE 12:00 PM PLANNING AND ENVIRONMENT COMMITTEE 4:00 PM	14 CIVIC WORKS COMMITTEE 12:00 PM COMMUNITY AND PROTECTIVE SERVICES COMMITTEE 4:00 PM	15	16	17	18
19	20	21 COUNCIL 4:00 PM	22	23	24 CITY HALL CLOSED at 12:00 PM CHRISTMAS EVE	25 CHRISTMAS DAY
26 BOXING DAY	27 CITY HALL CLOSED	28 CITY HALL CLOSED	29 CITY HALL CLOSED	30 CITY HALL CLOSED	31 CITY HALL CLOSED NEW YEAR'S EVE	