

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MAY 7, 2013
FROM:	CATHY SAUNDERS CITY CLERK
SUBJECT	ANNUAL MEETING CALENDAR

RECOMMENDATION

That, on the recommendation of the City Clerk, the attached annual meeting calendar for the period December 1, 2013 to December 31, 2014 BE APPROVED; it being understood that adjustments to the calendar may be required from time to time in order to accommodate special meetings or changes to governing legislation.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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None.

BACKGROUND

The City Clerk is putting forward the attached draft annual meeting calendar for the period of December 1, 2013 to December 31, 2014. Consideration was given to the following factors in developing the draft calendar:

- ✓ Outcomes of recent governance model reviews.
- ✓ The annual budget process.
- ✓ The 2014 Municipal Election.
- ✓ Scheduling of the Federation of Canadian Municipalities' Annual General Meeting.
- ✓ Scheduling of the Association of Municipalities of Ontario's Annual General Meeting.
- ✓ Closure of City Hall.

Two additional meetings of the Planning and Environment Committee have been incorporated into the annual meeting calendar; one on February 18, 2013 and one on June 3, 2013, to mitigate agenda overloading. If, approaching those dates, the agenda volume is such that those additional meetings are not warranted, then those meetings could be cancelled on the direction of Council.

It should be noted that there is a Planning and Environment Committee meeting immediately following the long weekend in February, as well as Council meetings immediately following the long weekends in May, September and October. Staff have premised the proposed schedule on the Committee's and Council's usual meeting day (i.e. Tuesday) but, if Council considers this problematic, it may wish to consider moving the four affected meetings from Tuesday, to Wednesday.

It is understood that from time to time exceptional circumstances arise where special meetings may have to be added to the regular meeting schedule and where legislative provisions might also require adjustment to the meeting schedule.

RECOMMENDED BY:
CATHY SAUNDERS CITY CLERK