

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 16, 2015

Item 18, Report No. 31, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on September 16, 2015.

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2016 SCHEDULE OF MEETINGS

The Committee of the Whole recommends approval of the recommendation contained in the following report of the City Clerk, dated September 9, 2015:

Recommendation

The City Clerk recommends:

1. That the 2016 Schedule of Meetings be approved as set out in Attachment 1 contained in this report; and
2. That the City Clerk be authorized to amend the schedule by cancelling meetings that are not required, or changing the time and/or date of a scheduled meeting, subject to posting such amendments on the City's website as soon as practicable.

Contribution to Sustainability

The schedule of meetings for 2016 will ensure the seamless continuation of the Council/Committee meetings thereby facilitating the business of Council.

Economic Impact

There is no economic impact attributed to the approval of the recommendation in this report.

Communications Plan

The 2016 Schedule of Meetings will be posted on the City's website.

Purpose

The purpose of this report is to submit for Council's approval the Attached 2016 Schedule of Meetings for Council and its Standing Committees. Once adopted the Schedule of Meetings will be posted on the City's website and will be the primary means of advising the public of the times and dates of meetings of Council and its Standing Committees.

Background – Analysis and Options

The Schedule of Meetings follows the same format as the 2015 Schedule of Meetings in that it aims to avoid the negative aspects of stacking three committee meetings on one day and avoids scheduling meetings on the last full week of the month.

The schedule has been prepared in accordance with the Council adopted Committee Structure and the Procedure By-law and maintains a three-week cycle of meetings while taking into consideration statutory holidays and significant faith days as well as Regional Council and Committee meetings. Every effort has been made to avoid scheduling meetings of Council on significant faith and cultural days that Council and staff are made aware of.

Variations to the Schedule

Due to statutory holidays and significant faith days, variations to the base schedule have been made.

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Some of the significant changes are noted below.

March	Meetings have been scheduled to accommodate the mid-Winter elementary school break and significant faith days.
April	In scheduling the meetings, consideration was given to this month's significant faith days.
July/August	No Committee of the Whole or Council meetings have been scheduled during July and August. Should a Committee or Council meeting be required to deal with any pressing issues that may arise, a Special Committee of the Whole or Special Council meeting may be summoned by giving 24 hours' notice in accordance with the Procedural By-law.
September	The Finance, Administration and Audit Committee and the Committee of the Whole (Closed Session) meetings have been shifted to Tuesday. The Committee of the Whole and Committee of the Whole (Public Hearing) meetings have been shifted to Wednesday. The meetings have been relocated to accommodate the Statutory Holiday on Monday.
October	Several variations to the schedule have been made to accommodate a significant number of faith days and the Statutory Holiday.

The schedule of meetings also takes into consideration the FCM Conference scheduled for June 3 – 5, 2016, the AMCTO Conference scheduled for June 12 – 15, 2016, and the AMO Conference scheduled for August 14 – 17, 2016.

Committee Structure Task Force

At the time of writing the Committee Structure Task Force has not completed its deliberations. Should Council ultimately make decisions which affect the schedule of meetings, recommendations to implement such changes will be brought forward as appropriate.

Relationship to Vaughan Vision 2020

The adoption of the Schedule of Meetings will support the conduct of Council business and inform members of the public of the time and dates of meetings of Council and its Standing Committees.

This is consistent with the priorities previously set by Council as set out in Vaughan Vision 2020, particularly:

MANAGEMENT EXCELLENCE –
Demonstrate Leadership and Promote Effective Governance

Regional Impact

There is no Regional impact as no meetings have been scheduled that may conflict with Regional Council and Committee meetings.

Conclusion

The meeting schedule options provided for consideration have been prepared in accordance with the Council adopted Committee Structure, the Procedure By-law, statutory holidays and significant faith days.

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Attachments

Attachment 1 2016 Schedule of Meetings

Report prepared by:

Rose Magnifico
Assistant City Clerk

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)