

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 25, 2012

Item 31, Report No. 33, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on September 25, 2012.

31

2013 SCHEDULE OF MEETINGS

The Committee of the Whole recommends approval of the recommendation contained in the following report of the City Clerk, dated September 4, 2012:

Recommendation

The City Clerk recommends:

- 1) That the 2013 Schedule of Meetings be adopted in accordance with the calendar set out as Attachment 1 to 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

N/A

Economic Impact

N/A

Communications Plan

The 2013 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 2013 Schedule of Meetings for Council and its Ad Hoc Committees. Once adopted, the Schedule of Meetings will be the primary method of informing members of the public as to the time and dates of meetings of Council and its Ad Hoc Committees.

Background – Analysis and Options

The Schedule of Meetings has been prepared in accordance with the Council adopted Committee Structure and Procedural By-law. The proposed schedule maintains the three-week cycle of meetings and features a consistent approach to scheduling. The Priorities and Key Initiatives Committee and Finance and Administration Committee will meet on Mondays, with Council and the various iterations of Committee of the Whole meeting on Tuesdays. To accommodate anticipated heavy workloads the Committee of the Whole meetings in June and September have been scheduled to commence at 11:00 a.m. Statutory and significant faith days have been taken into consideration when preparing the 2013 Schedule of Meetings.

In accordance with Council direction every effort will be made to avoid the scheduling of Council meetings on days of religious or cultural significance that Council and staff are made aware of or which are requested by a specific religious group.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 25, 2012

Item 31, CW Report No. 33 – Page 2

Variations to the Schedule

Due to anticipated workloads, statutory holidays and significant faith days, variations to the base schedule have been made. Some of the significant changes are noted below.

March: Meetings have been scheduled to accommodate for the March Break and significant faith days.

June: To accommodate anticipated heavy workloads the Committee of the Whole meeting in June has been scheduled to commence at 11:00 am. An additional Committee of the Whole and Committee of the Whole (Closed Session) meeting has been added "if required" to accommodate for heavy agendas prior to the summer hiatus.

July/August: In accordance with past practice no meetings have been scheduled in July and August.

September: To accommodate anticipated heavy workloads the Committee of the Whole meeting in September has been scheduled to commence at 11:00 am. To accommodate the budget process the Finance and Administration Committee has added meetings.

Oct/Nov: To accommodate the budget process the Finance and Administration Committee has added meetings.

The FCM Conference is scheduled for May 31 – June 3, 2013 and the AMO Conference is scheduled for August 18 – 21, 2013.

Relationship to Vaughan Vision 2020

This report supports Vaughan Vision 2020/Strategic Plan:

Service Excellence: Demonstrate Excellence in Service Delivery
Staff Excellence: Demonstrate Effective Leadership

Regional Impact

There is no Regional impact because no meetings have been scheduled for Wednesdays and Thursdays, the days on which Regional Committees and Regional Council meet.

Conclusion

The Schedule of Meetings has been prepared in accordance with the Council adopted Committee Structure and Procedural By-law. Statutory and significant faith days have been taken into consideration when preparing the 2013 Schedule of Meetings. It is recommended that Council approve the attached 2013 meeting schedule.

Attachments

Attachment 1 2013 – 12 Month – Schedule of Meetings

Report prepared by:

Adelina Bellisario, 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.)