

EXTRACT FROM COUNCIL MEETING MINUTES OF OCTOBER 8, 2013

By approving the following:

That Committee of the Whole (Closed Session) and Committee of the Whole (Public Hearing) be re-scheduled from May 13, 2014 to May 14, 2014 at 5:00 pm and 7:00 pm, respectively.

10 2014 SCHEDULE OF MEETINGS

- 1) That the 2014 Schedule of Meetings be adopted in accordance with the calendar set out as Attachment 1 to this report subject to moving the Committee of the Whole (Working Session) meeting scheduled for August 26, 2013, at 9:30 a.m. to 1:00 p.m. on the afternoon of September 3, 2013; and
- 2) That recommendation 2) contained in the following report of the City Clerk, dated September 24, 2013, be approved.

The City Clerk recommends:

- 1) That the 2014 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.

N/A

N/A

The 2014 Schedule of Meetings will be posted on the City's website.

The purpose of this report is to submit for Council's approval the attached 2014 Schedule of Meetings for Council and its Standing 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 Standing Committees.

The Schedule of Meetings has been prepared in accordance with the Council adopted Committee Structure and the Procedure By-law. The proposed schedule maintains the three-week cycle of

CITY OF VAUGHAN

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meetings while taking into consideration statutory holidays and significant faith days as well as Regional Council and Committee meetings. The Priorities and Key Initiatives Committee and the Finance, Administration and Audit Committee meetings have been scheduled on Mondays and the Council and Committee of the Whole meetings have been scheduled on Tuesdays.

The last Committee of the Whole meeting in June and the September Committee of the Whole meeting have been scheduled to begin at 11:00 am to accommodate the anticipated greater volume of agenda items before and after summer hiatus.

In accordance with Council direction, 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, or which are requested by a specific religious group.

Variations to the Schedule

Due to anticipated workload volume, statutory holidays and significant faith days, variations to the base schedule have been made. From time to time meetings have been scheduled for a Wednesday. That day, once reserved for meetings of Regional Council and its Committees, is now available for City meetings as a result of the Region's new Committee of the Whole structure which calls for standing Committee and Council meetings on Thursdays only. Other Regional meetings, such as the Police Services Board have been taken into account in preparing the calendar. Some of the significant changes are noted below.

January: Additional Finance, Administration and Audit Committee meetings have been scheduled in anticipation of final 2014 budget deliberations.

March: Meetings have been scheduled to accommodate the mid-Winter elementary school break.

April: In scheduling the meetings, consideration was given to this month's significant faith days.

June: To accommodate the anticipated volume of agenda items, the last Committee of the Whole meeting and Council meeting in June have been scheduled to commence at 11:00 am.

An additional Committee of the Whole, Committee of the Whole (Closed Session), and Committee of the Whole (Public Hearing) meeting has been added to accommodate larger agendas prior to the summer hiatus.

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 Council meeting may be summoned by giving 24 hours' notice in accordance with the Procedural By-law.

Due to the upcoming election, the last cycle of meetings prior to Election Day begins the last week of August, with the first meeting of the cycle being a Committee of the Whole (Working Session).

September: The Committee of the Whole meeting is scheduled to commence at 11:00 am in anticipation of the large volume of items on the agenda. No meetings are scheduled after Nomination Day.

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December: The Inaugural Council meeting has been scheduled for Monday, December 1, 2014 at 7:00 pm. A cycle of meetings is scheduled Tuesday, December 2, 2014, commencing at 11:00 am in anticipation of the volume of agenda items. Council is scheduled for Tuesday, December 9, 2014, and there are no further cycles scheduled due to the Hanukkah and Christmas holiday season.

The schedule of meetings also takes into consideration the FCM Conference scheduled for May 30 – June 2, 2014, the AMCTO Conference scheduled for June 8 – 11, 2014, and the AMO Conference schedule for August 17 – 20, 2014.

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 Schedule of Meetings has been prepared in accordance with the Council adopted Committee Structure and the Procedure By-law. Statutory holidays, significant faith days, and the 2014 Municipal Election have been taken into consideration when preparing the 2014 Schedule of Meetings. It is recommended that Council approve the attached 2014 meeting schedule.

Attachments

Attachment 1 2014 – 12 Month – Schedule of Meetings

Report prepared by:

R. 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.)

COMMITTEE OF THE WHOLE - SEPTEMBER 24, 2013

2014 SCHEDULE OF MEETINGS

Recommendation

The City Clerk recommends:

- 1) That the 2014 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 2014 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 2014 Schedule of Meetings for Council and its Standing 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 Standing Committees.

Background – Analysis and Options

The Schedule of Meetings has been prepared in accordance with the Council adopted Committee Structure and the Procedure By-law. The proposed schedule maintains the three-week cycle of meetings while taking into consideration statutory holidays and significant faith days as well as Regional Council and Committee meetings. The Priorities and Key Initiatives Committee and the Finance, Administration and Audit Committee meetings have been scheduled on Mondays and the Council and Committee of the Whole meetings have been scheduled on Tuesdays.

The last Committee of the Whole meeting in June and the September Committee of the Whole meeting have been scheduled to begin at 11:00 am to accommodate the anticipated greater volume of agenda items before and after summer hiatus.

In accordance with Council direction, 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, or which are requested by a specific religious group.

Variations to the Schedule

Due to anticipated workload volume, statutory holidays and significant faith days, variations to the base schedule have been made. From time to time meetings have been scheduled for a Wednesday. That day, once reserved for meetings of Regional Council and its Committees, is now available for City meetings as a result of the Region's new Committee of the Whole structure which calls for standing Committee and Council meetings on Thursdays only. Other Regional meetings, such as the Police Services Board have been taken into account in preparing the calendar. Some of the significant changes are noted below.

- January: Additional Finance, Administration and Audit Committee meetings have been scheduled in anticipation of final 2014 budget deliberations.
- March: Meetings have been scheduled to accommodate the mid-Winter elementary school break.
- April: In scheduling the meetings, consideration was given to this month's significant faith days.
- June: To accommodate the anticipated volume of agenda items, the last Committee of the Whole meeting and Council meeting in June have been scheduled to commence at 11:00 am.
- An additional Committee of the Whole, Committee of the Whole (Closed Session), and Committee of the Whole (Public Hearing) meeting has been added to accommodate larger agendas prior to the summer hiatus.
- 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 Council meeting may be summoned by giving 24 hours' notice in accordance with the Procedural By-law.
- Due to the upcoming election, the last cycle of meetings prior to Election Day begins the last week of August, with the first meeting of the cycle being a Committee of the Whole (Working Session).
- September: The Committee of the Whole meeting is scheduled to commence at 11:00 am in anticipation of the large volume of items on the agenda. No meetings are scheduled after Nomination Day.
- December: The Inaugural Council meeting has been scheduled for Monday, December 1, 2014 at 7:00 pm. A cycle of meetings is scheduled Tuesday, December 2, 2014, commencing at 11:00 am in anticipation of the volume of agenda items. Council is scheduled for Tuesday, December 9, 2014, and there are no further cycles scheduled due to the Hanukkah and Christmas holiday season.

The schedule of meetings also takes into consideration the FCM Conference scheduled for May 30 – June 2, 2014, the AMCTO Conference scheduled for June 8 – 11, 2014, and the AMO Conference schedule for August 17 – 20, 2014.

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 Schedule of Meetings has been prepared in accordance with the Council adopted Committee Structure and the Procedure By-law. Statutory holidays, significant faith days, and the 2014

Municipal Election have been taken into consideration when preparing the 2014 Schedule of Meetings. It is recommended that Council approve the attached 2014 meeting schedule.

Attachments

Attachment 1 2014 – 12 Month – Schedule of Meetings

Report prepared by:

R. Magnifico
Assistant City Clerk

Respectfully submitted,

Jeffrey A. Abrams,
City Clerk

Schedule of Meetings

Committee of the Whole – September 24, 2013

~ January 2014 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 New Year's Day	2	3	4
5	6	7	8	9	10	11
12	13	14 1:00 pm - CW + 5:00 pm - CW (Closed) 7:00 pm - CW (PH)	15 7:00 pm - FAA	16	17	18
19	20 9:30 am - FAA	21 9:30 am - CW (WS)	22	23	24	25
26	27 9:30 am - PKI	28 1:00 pm - Council	29 9:30 am - FAA	30	31 Chinese New Year	

CW - Committee of the Whole
CW (PH) - Committee of the Whole (Public Hearing)

CW (WS) - Committee of the Whole (Working Session)
PKI - Priorities and Key Initiatives Committee
Regional Committee/Council Meetings

CW (Closed) - Committee of the Whole (Closed)
FAA - Finance, Administration & Audit Committee

(* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.)

~ February 2014 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 1:00 pm - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	5	6	7	8
9	10 9:30 am – FAA	11 9:30 am – CW (WS)	12	13	14	15
16	17 Family Day	18 1:00 pm - Council	19	20	21	22
23	24	25 1:00 pm - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	26	27	28	

CW - Committee of the Whole
CW (PH) - Committee of the Whole (Public Hearing)

CW (WS) - Committee of the Whole (Working Session)
PKI – Priorities and Key Initiatives Committee
Regional Committee/Council Meetings

CW (Closed) - Committee of the Whole (Closed)
FAA – Finance, Administration & Audit Committee

(* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.)

~ March 2014 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 9:30 am – FAA	4 9:30 am – CW (WS)	5 Ash Wednesday	6	7 Mid-Winter Break for Elementary Schools - Begins	8
9	10	11	12	13	14 Mid-Winter Break for Elementary Schools - Ends	15
16	17 9:30 am – PKI	18 1:00 pm – Council	19	20	21	22
23	24 Purim	25 1:00 pm – CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	26	27	28	29
30	31 9:30 am – FAA					

CW – Committee of the Whole

CW (PH) – Committee of the Whole (Public Hearing)

 CW (WS) – Committee of the Whole (Working Session)
 PKI – Priorities and Key Initiatives Committee
Regional Committee/Council Meetings

 CW (Closed) – Committee of the Whole (Closed)
 FAA – Finance, Administration & Audit Committee

(* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.)

~ April 2014 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 9:30 am – CW (WS)	2	3	4	5
6	7	8 1:00 pm - Council	9	10	11	12
13	14	15	16	17	18	19
20	21	* Passover	Passover		Good Friday	
Easter Sunday	Easter Monday	22	23 9:30 am – CW (WS) (if required)	24	25	26
27	28	29	30			
		1:00 pm - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)				

CW - Committee of the Whole
CW (PH) - Committee of the Whole (Public Hearing)

CW (WS) - Committee of the Whole (Working Session)
PKI – Priorities and Key Initiatives Committee
Regional Committee/Council Meetings

CW (Closed) - Committee of the Whole (Closed)
FAA – Finance, Administration & Audit Committee

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~ May 2014 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6 1:00 pm - Council	7	8	9	10
11	12 9:30 am – PKI	13 1:00 pm - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	14	15	16	17
18	19 Victoria Day	20	21 9:30 am – CW (WS)	22	23	24
25	26 9:30 am – FAA	27 1:00 pm - Council	28	29	30	31
					FCM	FCM

CW - Committee of the Whole
CW (PH) - Committee of the Whole (Public Hearing)

CW (WS) - Committee of the Whole (Working Session)
PKI – Priorities and Key Initiatives Committee
Regional Committee/Council Meetings

CW (Closed) - Committee of the Whole (Closed)
FAA – Finance, Administration & Audit Committee

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~ June 2014 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 FCM	2	3 1:00 pm - CW + 5:00 pm – CW (Closed) 7:00 pm – CW (PH) FCM	4 9:30 am – CW (WS)	5	6	7
8 AMCTO	9	10 AMCTO	11 AMCTO	12	13	14
15	16 9:30 am – FAA	17 11:00 am - CW + 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	18 9:30 am – PKI	19	20	21
22	23	24 11:00 am - Council	25	26	27	28
29	30					

CW - Committee of the Whole

CW (PH) - Committee of the Whole (Public Hearing)

CW (WS) - Committee of the Whole (Working Session)
PKI – Priorities and Key Initiatives Committee
Regional Committee/Council MeetingsCW (Closed) - Committee of the Whole (Closed)
FAA – Finance, Administration & Audit Committee

(* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.)

Schedule of Meetings

Committee of the Whole – September 24, 2013

~ July 2014 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Canada Day	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

CW - Committee of the Whole
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CW (WS) - Committee of the Whole (Working Session)
PKI – Priorities and Key Initiatives Committee
Regional Committee/Council Meetings

CW (Closed) - Committee of the Whole (Closed)
FAA – Finance, Administration & Audit Committee

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~ August 2014 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 Civic Holiday	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26 9:30 am – CW (WS)	27	28	29	30
31						
CW - Committee of the Whole CW (PH) - Committee of the Whole (Public Hearing)		CW (WS) - Committee of the Whole (Working Session) PKI – Priorities and Key Initiatives Committee Regional Committee/Council Meetings			CW (Closed) - Committee of the Whole (Closed) FAA – Finance, Administration & Audit Committee	

(* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.)

~ September 2014 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Labour Day	2 11:00 am - CW + 5:00 pm - CW (Closed) 7:00 pm - CW (PH)	3 9:30 am - FAA	4	5	6
7	8	9 1:00 pm - Council	10	11	12 NOMINATION DAY	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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CW (PH) - Committee of the Whole (Public Hearing)

CW (WS) - Committee of the Whole (Working Session)
PKI - Priorities and Key Initiatives Committee
Regional Committee/Council Meetings

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FAA - Finance, Administration & Audit Committee

(* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.)

~ October 2014 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
						* Yom Kippur
5	6	7	8	9	10	11
				* Sukkot	Sukkot	
12	13 Thanksgiving Day	14	15	16	17	18
			* Sukkot (ends)	* Shemini Atzeret	* Simchat Torah	
19	20	21	22	23	24	25
26	27 ELECTION DAY	28	29	30	31	

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Regional Committee/Council MeetingsCW (Closed) - Committee of the Whole (Closed)
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~ November 2014 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

(* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.)

Schedule of Meetings

Committee of the Whole – September 24, 2013

~ December 2014 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 7:00 pm – INAUGURAL MEETING OF COUNCIL	2 11:00 am - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	3	4	5	6
7	8	9 1:00 pm - Council	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24 * Hanukkah	25 Christmas Eve Hanukkah (ends)	26 Boxing Day	27
28	29	30	31 New Year's Eve			

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