

**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.)

## **COMMITTEE OF THE WHOLE - SEPTEMBER 4, 2012**

### **2013 SCHEDULE OF MEETINGS**

#### **Recommendation**

The City Clerk recommends:

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#### **Contribution to Sustainability**

N/A

#### **Economic Impact**

N/A

#### **Communications Plan**

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#### **Purpose**

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### **Regional Impact**

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### **Conclusion**

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### **Attachments**

Attachment 1 2013 – 12 Month – Schedule of Meetings

### **Report prepared by:**

Adelina Bellisario, Assistant City Clerk

Respectfully submitted,

Jeffrey A. Abrams,  
City Clerk

## January 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 New Year's Day	2	3 9:30 am - AR	4	5
6	7	8	9	10	11	12
13	14	15 1:00 pm - CW ± 5:00 pm - CW (Closed) 7:00 pm - CW (PH)	16	17	18	19
20	21 9:30 am - F&A	22 9:30 am - CW (WS)	23 9:30 am - AR	24	25	26
27	28 9:30 am - PKI	29 1:00 pm - Council	30	31		

CW - Committee of the Whole  
 CW (Closed) - Committee of the Whole (Closed)  
 PKI - Priorities and Key Initiatives Committee

CW (WS) - Committee of the Whole (Working Session)  
 CW (PH) - Committee of the Whole (Public Hearing)  
 F&A - Finance and Administration Committee

Regional Committee/Council Meetings

# February 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 1:00 pm - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	6	7	8	9
10 Chinese New Year	11 9:30 am – F&A	12 9:30 am – CW (WS)	13 9:30 am – AR  Ash Wednesday	14	15	16
17	18 Family Day	19 1:00 pm - Council	20	21	22	23
24 Purim	25	26 1:00 pm - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	27	28	* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.	

CW - Committee of the Whole  
 CW (Closed) - Committee of the Whole (Closed)  
 PKI – Priorities and Key Initiatives Committee

CW (WS) - Committee of the Whole (Working Session)  
 CW (PH) - Committee of the Whole (Public Hearing)  
 F&A – Finance and Administration Committee

Regional Committee/Council Meetings

March 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 9:30 am – F&A	5 9:30 am – CW (WS)	6	7	8	9
10	11  MARCH BREAK	12  MARCH BREAK	13  MARCH BREAK	14  MARCH BREAK	15  MARCH BREAK	16
17	18 9:30 am – PKI	19 1:00 pm - Council	20	21	22	23
24	25	26  *  Passover	27 9:30 am – AR  Passover	28	29  Good Friday	30
31 Easter Sunday					* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.	

CW - Committee of the Whole  
 CW (Closed) - Committee of the Whole (Closed)  
 PKI – Priorities and Key Initiatives Committee

CW (WS) - Committee of the Whole (Working Session)  
 CW (PH) - Committee of the Whole (Public Hearing)  
 F&A – Finance and Administration Committee

Regional Committee/Council Meetings

# April 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b>  <b>Easter Monday</b>  <b>Passover</b>	<b>2</b>  <b>Passover</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b> 1:00 pm - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b> 9:30 am – F&A	<b>16</b> 9:30 am – CW (WS)	<b>17</b> 9:30 am – AR	<b>18</b>	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b>	<b>23</b> 1:00 pm - Council	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b> 1:00 pm - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)			* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.	

CW - Committee of the Whole  
 CW (Closed) - Committee of the Whole (Closed)  
 PKI – Priorities and Key Initiatives Committee

CW (WS) - Committee of the Whole (Working Session)  
 CW (PH) - Committee of the Whole (Public Hearing)  
 F&A – Finance and Administration Committee

Regional Committee/Council Meetings



## May 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 9:30 am – F&A	7 9:30 am – CW (WS)	8 9:30 am – AR	9	10	11
12	13	14 1:00 pm - Council	15	16	17	18
19	20 Victoria Day	21 1:00 pm - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	22 Shavuot	23 Shavuot	24	25
26	27 9:30 am – PKI	28 9:30 am – CW (WS)	29 9:30 am – AR	30	31 FCM	* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.

CW - Committee of the Whole  
 CW (Closed) - Committee of the Whole (Closed)  
 PKI – Priorities and Key Initiatives Committee

CW (WS) - Committee of the Whole (Working Session)  
 CW (PH) - Committee of the Whole (Public Hearing)  
 F&A – Finance and Administration Committee

Regional Committee/Council Meetings

## June 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1  FCM
2  FCM	3  FCM	4 1:00 pm - Council	5	6	7	8
9	10 9:30 am – F&A	11 11:00 am - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	12	13	14	15
16	17 9:30 am – CW (WS)	18 11:00 am – CW (if required) ± 5:00 pm – CW (Closed) (if required)	19	20	21	22
23	24	25 1:00 pm - Council	26	27	28	29
30						

CW - Committee of the Whole  
 CW (Closed) - Committee of the Whole (Closed)  
 PKI – Priorities and Key Initiatives Committee

CW (WS) - Committee of the Whole (Working Session)  
 CW (PH) - Committee of the Whole (Public Hearing)  
 F&A – Finance and Administration Committee

Regional Committee/Council Meetings

# July 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	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			

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CW (WS) - Committee of the Whole (Working Session)  
 CW (PH) - Committee of the Whole (Public Hearing)  
 F&A – Finance and Administration Committee

Regional Committee/Council Meetings

# August 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Civic Holiday	6	7	8	9	10
11	12	13	14	15	16	17
18 AMO	19 AMO	20 AMO	21 9:30 am – AR AMO	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)  
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 F&A – Finance and Administration Committee

Regional Committee/Council Meetings

# September 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <b>Labour Day</b>	3 11:00 am - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	4       *	5     <b>Rosh Hashanah</b>	6     <b>Rosh Hashanah</b>	7
8	9 9:30 am – F&A	10 9:30 am – CW (WS)	11 9:30 am – AR	12	13       *	14     <b>Yom Kippur</b>
15	16 9:30 am – PKI	17 1:00 pm - Council	18       *	19     <b>Sukkot</b>	20     <b>Sukkot</b>	21
22	23 9:30 am – F&A	24 1:00 pm - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	25     <b>Sukkot</b> *	26     <b>Shemini Atzeret</b>	27     <b>Simchat Torah</b>	28
29	30				* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.	

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CW (WS) - Committee of the Whole (Working Session)  
 CW (PH) - Committee of the Whole (Public Hearing)  
 F&A – Finance and Administration Committee

Regional Committee/Council Meetings

## October 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<b>1</b> 9:30 am – CW (WS)	<b>2</b> 9:30 am – AR	<b>3</b>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b> 9:30 am – F&A	<b>8</b> 1:00 pm - Council	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
<b>13</b>	<b>14</b> <b>Thanksgiving Day</b>	<b>15</b> 1:00 pm - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b> 9:30 am – F&A	<b>22</b> 9:30 am – CW (WS)	<b>23</b> 9:30 am – AR	<b>24</b>	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b>	<b>29</b> 1:00 pm - Council	<b>30</b>	<b>31</b>		

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CW (WS) - Committee of the Whole (Working Session)  
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Regional Committee/Council Meetings

## November 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 9:30 am – F&A	5 1:00 pm - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	6	7	8	9
10	11  Remembrance Day	12 9:30 am – CW (WS)	13 9:30 am – AR	14	15	16
17	18 9:30 am – F&A	19 1:00 pm - Council	20	21	22	23
24	25 9:30 am – PKI	26 1:00 pm - CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH)	27  *	28  Hanukkah	29	30

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Regional Committee/Council Meetings

## December 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 9:30 am – F&A	3 9:30 am – CW (WS)	4	5  Hanukkah	6	7
8	9	10 1:00 pm - Council	11	12	13	14
15	16	17	18	19	20	21
22	23	24 Christmas Eve	25 Christmas Day	26 Boxing Day	27	28
29	30	31 New Year's Eve				

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Regional Committee/Council Meetings