

## APPROVAL REPORT

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### 2022 City Council and Committee Meeting Schedule

#### ISSUE

This report reviews and seeks approval for the 2022 Council and Committee Meeting Schedule.

#### RECOMMENDATION

That the Governance and Priorities Committee recommend to City Council at its organizational meeting to be held on September 27, 2021, that the 2022 Council and Committee meeting calendar, as set out in Appendix 1 to this report, be approved.

#### BACKGROUND

Bylaw No. 9170, *The Procedures and Committees Bylaw, 2014*, provides for an organizational meeting to be held each year as part of City Council's Regular Business meeting in September (November in the year of a general election).

At the organizational meeting, Council shall establish dates, times and places for regularly scheduled meetings of Council and Council Committees.

A Council and Council Committee meeting calendar is generated annually for approval by City Council. Recent schedules have provided for one scheduled regular business and public hearing meeting of Council in every month; a scheduled Governance and Priorities Committee (GPC) meeting in every month; scheduled Standing Policy Committee (SPC) meetings in every month (except July); and scheduled Special/Joint GPC meetings held quarterly.

The following changes should be noted - New in 2021, GPC and morning SPC meetings commence at 9:30 a.m.; New for 2022, SUMA Convention has moved from February to April.

#### DISCUSSION/ANALYSIS

Appendix 1 to this report outlines a meeting calendar similar to the standard scheduling previously followed. Key elements include:

- Strategic Planning session in January;
- No meetings the first week of January to allow for preparation and circulation of agendas by Administration and the City Clerk's Office over the holiday season;
- Regular business and public hearing meetings of Council in all months;
- GPC meetings in all months;
- SPC meetings in all months, except July;
- Quarterly Special/Joint GPC meetings in March, June, September and December;
- Regular meeting of Council to deal with the Business Plan and Budget (three days reserved);

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- No meetings the beginning of April (SUMA Convention); and
- No meetings the beginning of June (FCM Conference)

Council and Committee meetings addressed in this report are hosted from the Council Chamber, City Hall.

### **IMPLICATIONS/CONSIDERATIONS**

There are no financial, environmental, social, legal or privacy implications or considerations with the proposal.

### **NEXT STEPS**

The 2022 City Council and Committee meeting schedule will be considered by Council at its organizational meeting, as part of the Regular Business meeting on September 27, 2021. Once the schedule is approved, it will be posted to the City's website and circulated accordingly.

### **APPENDICES**

1. Proposed 2022 Council and Committee Meeting Calendar

### **Report Approval**

Written by:

Janice Hudson, Assistant to the City Clerk

Reviewed and Approved by:

Adam Tittlemore, City Clerk

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