



The Corporation of the Municipality of Arran-Elderslie

Information Report

Report From: Christine Fraser-McDonald, Clerk

Meeting Date: November 28, 2022

Subject: SRCLK.2022.21 – 2023 Regularly Scheduled Council Meetings

Attachments: Appendix A – 2023 Council Meeting Schedule
Appendix B – Reference Calendar of Scheduled Meetings

Report Summary

Based on Council's Procedure By-law 76-2021, which governs the calling of meetings of Council and providing notice of those meetings, the schedule of meetings attached as Appendix A to this report represents the anticipated regular schedule of Council meetings for the year 2023.

Background

Staff previously presented a schedule to Council prior to the October election for their information regarding the 2023 Council schedule. Since this time, there has been some revisions to the Council dates, in particular for January 23, 2023, will has been moved to January 30, 2023, to accommodate the council members that are attending the ROMA conference. As well, the April 25th date has been revised to April 24, 2023.

The Procedure By-law stipulates that, unless otherwise specified, regular meetings of Council will be held on the second and fourth Monday of the month, commencing at 9:00 a.m., and that they will be held in the Council Chambers at the Municipal Administration Office.

There is provision that only one (1) meeting will be held in each of the months of July, August and December on the second Monday of the month. If the regularly scheduled date falls on a holiday, the by-law stipulates that the meeting shall be moved to the next available day following the holiday. Two (2) additional placeholder dates in July and August are provided should additional meetings be required.

Analysis

The Procedure By-law allows for Council to vary the schedule of meetings from the default schedule set out in the by-law, where it determines that it is practical to do so.

Should there be a need, the Mayor retains the ability to call a special meeting of Council, or a majority of Council may, upon petition to the Clerk, also call a special meeting of Council, as provided for in the Municipal Act, 2001.

Appendix A will be posted on the municipality's website to assist the public in knowing when Council is scheduled to meet. Appendix B has been prepared for Council's reference and maybe subject to change as it contains meeting dates as provided by the County.

In the 2nd quarter staff will be bringing forward a report for Council's review and consideration regarding a potential committee or committee of the whole structure which will also include information related to meeting times and frequency, committee structure and proposed members.

Link to Strategic/Master Plan

6.5 Engaging People and Partnerships

Financial Impacts/Source of Funding

There are no financial or staffing implications to the recommendations contained in this report.

Approved By: Sylvia Kirkwood, CAO