



Staff Report to Council - for Direction

Title: 2025 Council Meeting Schedule

From: Linda White, Clerk

Date: September 5, 2024

Report Number: CAO-2024-017

Staff Recommendation:

That the following changes to the 2025 Council meeting schedule be approved:

1. That the January 16 meeting be cancelled and rescheduled to January 23.
2. That the July 3 meeting be cancelled and rescheduled to July 10.
3. That the August 21 meeting be cancelled.
4. That a budget meeting be scheduled for October 9, 2025.

Report Summary:

In addition to the exceptions provided in the Procedural By-law, changes to the meeting schedule are being recommended to improve the timing between meetings and to accommodate the AMO conference and vacation schedules in August.

Background/Analysis:

The Procedural By-law provides that regular council meetings be held the first and third Thursdays of every month with the following exceptions:

- The first meeting in January will be held on the second Thursday of the month.
- That only one meeting be held in July, being on the first Thursday.

In addition to the exceptions provided in the Procedural By-law, the following changes are being recommended:

1. Cancel the January 16th meeting and reschedule to January 23rd. This change allows an additional week between meetings.
2. Cancel the July 3rd meeting and reschedule to July 10th. This change reduces the number of weeks between the July and August meetings to 3 weeks, as there are 5 Thursdays in the month of July.
3. Cancel the August 21st meeting as the AMO convention is scheduled for earlier in the week. This change results in only one meeting being held in August.

4. That a budget meeting be scheduled for October 9th. It is anticipated the second budget meeting will be held during a regularly scheduled Council meeting in November.

Financial/Staffing/Legal/IT Considerations:

There is no financial impact to this report.

Interdepartmental Consultation:

The Director of Corporate Services was consulted.

Report Author:

Linda White, Clerk

Departmental Approval:

Approved for Submission:

Sean Morphy, Deputy Chief Administrative Officer

Attachments:

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