

## **REQUEST FOR DECISION**

**DATE:** November 2, 2015

Report No. ADM-15-039

**TO:** Laurie Hurst, Chief Administrative Officer

**FROM:** Anja Nurvo, Director of Corporate Services

**SUBJECT:**

2016 Council Meeting Schedule

### **RECOMMENDATION:**

That Council approve the 2016 Regular Meeting Schedule of Council and Committee of the Whole as attached to Staff Report No. ADM-15-039.

### **RELEVANT POLICY:**

Community Charter Sections 94 and 127(1)  
Council Procedure Bylaw, 2009, No. 2715, as amended

### **STRATEGIC RELEVANCE:**

This Request for Decision does not directly relate to a specific Council Priority.

### **BACKGROUND:**

Section 127(1) of the Community Charter and Section 6 of the *Council Procedure Bylaw, 2009, No. 2715*, requires that Council annually before December 24<sup>th</sup> make available to the public a schedule of the dates, times and places of regular Council meetings and must give public notice of the availability of the schedule of meetings.

Attached is the draft schedule of Regular Council and Committee of the Whole (COTW) meetings for 2016. Where appropriate, the schedule has been adjusted for the annual conventions of the Federation of Canadian Municipalities and the Union of British Columbia Municipalities, as well as for statutory holidays, so that the first and last meetings of each month are Regular Council meetings and the second meeting of each month is a COTW meeting. The schedule has also adjusted due to Council's summer recess so that both meetings in July and August will be Regular Council meetings. This is in accordance with our recent practice.

## **ISSUES:**

1. Rationale for Selected Option  
The schedule of Council and COTW meetings attached is in compliance with the Community Charter and the Township's *Council Procedure Bylaw*.
2. Organizational Implications  
There are no organizational implications.
3. Financial Implications  
There are no financial implications.
4. Sustainability & Environmental Implications  
There are no sustainability or environmental implications.
5. Communication & Engagement  
In accordance with the Community Charter and *Council Procedure Bylaw*, the public will be notified of the availability of the 2016 Schedule of Council Meetings by publication in the local newspaper as well as by posting notice on our Municipal Hall notice board and on the Township's website.

## **ALTERNATIVES:**

1. That Council approve the 2016 Regular Meeting Schedule of Council and Committee of the Whole as attached to Staff Report ADM-15-039.
2. That Council amend the attached Schedule and approve the Schedule as amended.