

COMMITTEE OF THE WHOLE - AUGUST 31, 2010

2011 SCHEDULE OF MEETINGS

Recommendation

The City Clerk recommends:

1. That the 2011 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 2011 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 2011 Schedule of Meetings for Council and its Standing 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, its Standing Committees, and such ad hoc committees which may be established.

Background – Analysis and Options

The Schedule of Meetings has been prepared in accordance with the recently adopted Committee Structure Report (Committee of the Whole Report No. 29, Item 3, adopted by Council on June 29, 2010) and anticipated amendments to the Council Procedural By-law to implement the new structure. The proposed schedule maintains the current modified three-week cycle of meetings and features a consistent approach to scheduling so that the City's two new Standing Committees (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 Committee of the Whole meetings in June, September and December have been scheduled to commence at 11:00 a.m. Statutory and significant faith days have been taken into consideration when preparing the 2011 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.

Variations to the Schedule

Due to anticipated workloads, statutory holidays and significant faith days, variations to the base schedule are as follows:

- January: One cycle of meetings is scheduled in January to accommodate the holiday season. This practice was established in 2005. The first Council meeting is scheduled on the fourth Tuesday of the month.
- March: Meetings have been scheduled to accommodate for March Break.
- June: Meetings have been scheduled to accommodate for the FCM Conference. To accommodate anticipated heavy workloads Committee of the Whole meetings in June have been scheduled to commence at 11:00 a.m.
- July/August: In accordance with past practice no meetings have been scheduled in July and August.
- September: Meetings have been scheduled to accommodate for the AMO Conference and Labour Day. To accommodate anticipated heavy workloads the Committee of the Whole meeting in September has been scheduled to commence at 11:00 a.m.
- October: The Finance and Administration Committee has been scheduled on the same day as Priorities and Key Initiatives Committee to accommodate for Thanksgiving and will commence at 1:30 p.m.
- December: To accommodate anticipated heavy workload Committee of the Whole meetings in December have been scheduled to commence at 11:00 a.m. The Finance and Administration Committee has been scheduled on the same day as Priorities and Key Initiatives Committee to accommodate for the holidays and will commence at 1:30 p.m.

The FCM Conference is scheduled for June 3 – 6, 2011 and the AMO Conference is scheduled for August 21 - 24, 2011. The September meetings of Committee of the Whole, Committee of the Whole (Closed Session), and Committee of the Whole (Public Hearing) have been scheduled to accommodate the AMO Conference.

Relationship to Vaughan Vision 2020

This report is consistent with the priorities previously set by Council, particularly “Demonstrate Leadership and Promote Effective Governance”.

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 2011 meeting schedule has been prepared in accordance with the Committee Structure (Item 3, Report 29), adopted by Council on June 29, 2010 and past practice. Statutory and significant faith days have been taken into consideration when preparing the 2011 Schedule of Meetings. In view of the foregoing, it is recommended that Council approve the attached 2011 meeting schedule.

Attachments

1. 2011 – 12 Month – Schedule of Meetings

Report prepared by:

Adelina Bellisario, Assistant City Clerk

Respectfully submitted by:

Jeffrey A. Abrams, City Clerk

JANUARY 2011

Schedule of Meetings

Attachment #1

, 2011

| Sun | Monday | Tuesday | Wednesday | Thursday | Friday | Sat |
|-----|--|--|-----------|----------|---|---------------------|
| | | | | | | 1 New Year's Day |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 9:30 am – Priorities and Key Initiatives Committee | 11 1:00 pm – CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH) | 12 | 13 | 14 | 15 |
| 16 | 17 9:30 am – Finance and Administration Committee | 18 9:30 am – CW (WS) | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 1:00 pm – Council | 26 | 27 | 28 | 29 |
| 30 | 31 9:30 am – Priorities and Key Initiatives Committee | | | | * Jewish holidays begin at sundown of the previous day, unless otherwise indicated. | |

CW - Committee of the Whole
CW(Closed) - Committee of the Whole (Closed)

CW(WS) - Committee of the Whole (Working Session)
CW(PH) - Committee of the Whole (Public Hearing)

Regional Committee/Council Meetings

FEBRUARY 2011

Schedule of Meetings

February 26, 2011

| Sun | Monday | Tuesday | Wednesday | Thursday | Friday | Sat |
|-----------|--|---|-----------|---|-----------|-----------|
| | | 1 1:00 pm – CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH) | 2 | 3 Chinese New Year | 4 | 5 |
| 6 | 7 9:30 am – Finance and Administration Committee | 8 9:30 am – CW (WS) | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 1:00 pm – Council | 16 | 17 | 18 | 19 |
| 20 | 21 Family Day | 22 1:00 pm – CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH) | 23 | 24 | 25 | 26 |
| 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)

CW(WS) - Committee of the Whole (Working Session)
 CW(PH) - Committee of the Whole (Public Hearing)

Regional Committee/Council Meetings

MARCH 2011

Schedule of Meetings

, 2011

| Sun | Monday | Tuesday | Wednesday | Thursday | Friday | Sat |
|----------------------------------|--|--|------------------------|-----------------------|---|-----|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 1:00 pm – Council | 9 Ash Wednesday | 10 | 11 | 12 |
| 13 Day Light Savings Time | 14 MARCH BREAK | 15 MARCH BREAK | 16 MARCH BREAK | 17 MARCH BREAK | 18 MARCH BREAK | 19 |
| 20 Purim | 21 9:30 am – Priorities and Key Initiatives Committee | 22 1:00 pm – CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH) | 23 | 24 | 25 | 26 |
| 27 | 28 9:30 am – Finance and Administration Committee | 29 9:30 am – CW (WS) | 30 | 31 | * Jewish holidays begin at sundown of the previous day, unless otherwise indicated. | |

CW - Committee of the Whole
CW(Closed) - Committee of the Whole (Closed)

CW(WS) - Committee of the Whole (Working Session)
CW(PH) - Committee of the Whole (Public Hearing)

Regional Committee/Council Meetings

APRIL 2011

Schedule of Meetings

, 2011

| Sun | Monday | Tuesday | Wednesday | Thursday | Friday | Sat |
|------------------------------------|---|--|---------------------------|--------------------------------|------------------------------|-----|
| | | | | | 1 | 2 |
| 3 | 4 | 5 1:00 pm – Council | 6 | 7 | 8 | 9 |
| 10 | 11 9:30 am – Priorities and Key Initiatives Committee | 12 1:00 pm – CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH) | 13 | 14 | 15 | 16 |
| 17 | 18 9:30 am – Finance and Administration Committee | 19 9:30 am – CW (WS) First Night of Passover | 20 Passover | 21 Holy Thursday | 22 Good Friday | 23 |
| 24 Easter Sunday | 25 Easter Monday | 26 Passover | 27 | 28 | 29 | 30 |

* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.

CW - Committee of the Whole
CW(Closed) - Committee of the Whole (Closed)

CW(WS) - Committee of the Whole (Working Session)
CW(PH) - Committee of the Whole (Public Hearing)

Regional Committee/Council Meetings

MAY 2011

Schedule of Meetings

, 2011

| Sun | Monday | Tuesday | Wednesday | Thursday | Friday | Sat |
|------------------------------|---|--|-----------|---|--------|-----|
| 1 | 2 | 3 1:00 pm – Council | 4 | 5 | 6 | 7 |
| 8 Mother's Day | 9 9:30 am – Priorities and Key Initiatives Committee | 10 1:00 pm – CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH) | 11 | 12 | 13 | 14 |
| 15 | 16 9:30 am – Finance and Administration Committee | 17 9:30 am – CW (WS) | 18 | 19 | 20 | 21 |
| 22 | 23 Victoria Day | 24 1:00 pm – Council | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 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)

CW(WS) - Committee of the Whole (Working Session)
CW(PH) - Committee of the Whole (Public Hearing)

Regional Committee/Council Meetings

JUNE 2011

Schedule of Meetings

, 2011

| Sun | Monday | Tuesday | Wednesday | Thursday | Friday | Sat |
|-----------------|---|---|-----------|----------|---|-----|
| | | | 1 | 2 | 3 | 4 |
| | | | | | FCM | FCM |
| 5 | 6 | 7 1:00 pm – Council | 8 | 9 | 10 | 11 |
| FCM | FCM | | * | Shavuot | | |
| 12 | 13 9:30 am – Priorities and Key Initiatives Committee | 14 11:00 am – CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH) | 15 | 16 | 17 | 18 |
| 19 | 20 9:30 am – Finance and Administration Committee | 21 9:30 am – CW (WS) | 22 | 23 | 24 | 25 |
| Father's Day | | | | | | |
| 26 | 27 | 28 1:00 pm – Council | 29 | 30 | * Jewish holidays begin at sundown of the previous day, unless otherwise indicated. | |
| | | | | | | |

CW - Committee of the Whole
CW(Closed) - Committee of the Whole (Closed)

CW(WS) - Committee of the Whole (Working Session)
CW(PH) - Committee of the Whole (Public Hearing)

Regional Committee/Council Meetings

JULY 2011

Schedule of Meetings

, 2011

| Sun | Monday | Tuesday | Wednesday | Thursday | Friday | Sat |
|-----|--------|---------|-----------|----------|---|-----|
| | | | | | 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 | | | | | * Jewish holidays begin at sundown of the previous day, unless otherwise indicated. | |

CW - Committee of the Whole
 CW(Closed) - Committee of the Whole (Closed)

CW(W.S) - Committee of the Whole (Working Session)
 CW(PH) - Committee of the Whole (Public Hearing)

Regional Committee/Council Meetings

AUGUST 2011

Schedule of Meetings

, 2011

| Sun | Monday | Tuesday | Wednesday | Thursday | Friday | Sat |
|---------------|------------------------|---------------|---------------|----------|---|-----|
| | 1 Civic Holiday | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 AMO | 22 AMO | 23 AMO | 24 AMO | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | * Jewish holidays begin at sundown of the previous day, unless otherwise indicated. | |

CW - Committee of the Whole
 CW(Closed) - Committee of the Whole (Closed)

CW(WS) - Committee of the Whole (Working Session)
 CW(PH) - Committee of the Whole (Public Hearing)

Regional Committee/Council Meetings

SEPTEMBER 2011

Schedule of Meetings

, 2011

| Sun | Monday | Tuesday | Wednesday | Thursday | Friday | Sat |
|-----|---|---|-----------|----------------------------------|--------------------------------|-----|
| | | | | 1 | 2 | 3 |
| 4 | 5 Labour Day | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 9:30 am – Priorities and Key Initiatives Committee | 13 11:00 am – CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH) | 14 | 15 | 16 | 17 |
| 18 | 19 9:30 am – Finance and Administration Committee | 20 9:30 am – CW (WS) | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 1:00 pm – Council | 28 | 29 * Rosh Hashanah | 30 Rosh Hashanah | |

* Jewish holidays begin at sundown of the previous day, unless otherwise indicated.

CW - Committee of the Whole
CW(Closed) - Committee of the Whole (Closed)

CW(WS) - Committee of the Whole (Working Session)
CW(PH) - Committee of the Whole (Public Hearing)

Regional Committee/Council Meetings

OCTOBER 2011

Schedule of Meetings

, 2011

| Sun | Monday | Tuesday | Wednesday | Thursday | Friday | Sat |
|-----|---|--|------------------|---|--------------------------|--------------------------|
| | | | | | | 1 |
| 2 | 3 9:30 am – Priorities and Key Initiatives Committee 1:30 pm – Finance and Administration Committee | 4 1:00 pm – CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH) | 5 | 6 | 7 | 8 * Yom Kippur |
| 9 | 10 Thanksgiving Day | 11 9:30 am – CW (WS) | 12 * | 13 Sukkot | 14 Sukkot | 15 |
| 16 | 17 | 18 1:00 pm – Council | 19 Sukkot | 20 Shemini Alzeret | 21 Simchat Torach | 22 |
| 23 | 24 | 25 1:00 pm – CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH) | 26 | 27 | 28 | 29 |
| 30 | 31 | | | * Jewish holidays begin at sundown of the previous day, unless otherwise indicated. | | |

CW - Committee of the Whole
CW(Closed) - Committee of the Whole (Closed)

CW(WS) - Committee of the Whole (Working Session)
CW(PH) - Committee of the Whole (Public Hearing)

Regional Committee/Council Meetings

NOVEMBER 2011

Schedule of Meetings

, 2011

| Sun | Monday | Tuesday | Wednesday | Thursday | Friday | Sat |
|-----|---|--|-----------|--|--------|-----|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 1:00 pm – Council | 9 | 10 | 11 | 12 |
| 13 | 14 9:30 am – Priorities and Key Initiatives Committee | 15 1:00 pm – CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH) | 16 | 17 | 18 | 19 |
| 20 | 21 9:30 am – Finance and Administration Committee | 22 9:30 am – CW (WS) | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 1:00 pm – Council | 30 | * Jewish holidays begin at sundown of the previous day, unless otherwise indicated. | | |

CW - Committee of the Whole
CW(Closed) - Committee of the Whole (Closed)

CW(WS) - Committee of the Whole (Working Session)
CW(PH) - Committee of the Whole (Public Hearing)

Regional Committee/Council Meetings

DECEMBER 2011

Schedule of Meetings

, 2011

| Sun | Monday | Tuesday | Wednesday | Thursday | Friday | Sat |
|----------------------|--|---|-----------------|---|--------|-----|
| | | | | 1 | 2 | 3 |
| 4 | 5 9:30 am – Priorities and Key Initiatives Committee 1:30 pm – Finance and Administration Committee | 6 11:00 am – CW ± 5:00 pm – CW (Closed) 7:00 pm – CW (PH) | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 1:00 pm – Council | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| | | * | Hanukkah | | | |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| Christmas Day | Boxing Day | Hanukkah | | | | |
| | | | | * Jewish holidays begin at sundown of the previous day, unless otherwise indicated. | | |

CW - Committee of the Whole
 CW(Closed) - Committee of the Whole (Closed)

CW(WS) - Committee of the Whole (Working Session)
 CW(PH) - Committee of the Whole (Public Hearing)

Regional Committee/Council Meetings