

Subject: 2022 Council Meeting Schedule**Recommendation:**

BE IT RESOLVED THAT Council receive Report #2021-0166 – Clerks – 2022 Council Meeting Schedule;

AND THAT the 2022 Council Meeting Schedule as provided in Appendix A to this Report be approved;

AND THAT Staff be directed to publish the 2022 Council Meeting Schedule to the Town of Pelham Website.

Background:

Council's Procedural By-law No. 4107(2019), as amended, provides for Regular Meetings of Council and the Policy and Priorities Committee on the first Monday of every month, and for Regular Meetings of Council and Committee of the Whole on the third Monday of every month. Public Meetings under the *Planning Act* are to be scheduled on the second Monday of the month. The Procedural By-law provides for a summer schedule by reducing the frequency to one Council meeting per month, with no Committee meetings scheduled during July or August. There are provisions for the calling of special meetings and topic-specific public meetings.

Council is currently meeting in a council-in-committee format, as Policy and Priorities Committee and Committee of the Whole have been temporarily suspended during the COVID-19 pandemic. Committee meetings have been included on the proposed 2022 meeting schedule, should the COVID-19 pandemic be declared over and Council reinstates Committee meetings.

On September 20, 2021 Council was presented Report No. 2021-0122 – Clerks – Proposed 2022 Council Meeting Schedule, proposing four procedural by-law amendments, as follows: 1) call for Tuesday Regular Council Meeting, 2) addition of a third meeting within the summer schedule, 3) decommission Policies and Priorities Committee, and 4) establish a Committee of the Whole standing item with Regular Council Meetings. Council deferred consideration of this staff report to the summer of 2023. As such, the appended 2022 Council Meeting Schedule aligns specifically with the Procedural By-law 4107(2019), as amended.

Analysis:

The importance of business continuity is taken into consideration when scheduling meetings of Council that also recognize Statutory Holidays, Religious Holidays and various conferences where attendance by Members of Council and senior leadership is anticipated.

In an effort to strengthen the corporation's commitment to building a strong, diverse and inclusive community, the 2022 Council Meeting Schedule recognizes various World Religious Holiday and provides for an alternative meeting date where necessary.

Financial Considerations:

Adopting the 2022 Council Meeting Schedule does not have direct financial implications.

Alternatives Reviewed:

The 2022 Council Meeting Schedule has been prepared in accordance with the Procedural By-law No. 4107(2019), as amended.

Strategic Plan Relationship: Communication and Engagement

Developing a meeting schedule in advance of the calendar year allows for the publication of scheduled meeting dates on the Town's website, increasing initiatives in transparency, communication and community engagement.

Consultation:

None.

Other Pertinent Reports/Attachments:

Appendix 'A' – 2022 Council Meeting Schedule

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