

Subject: Proposed January 2023 Council Meeting Schedule

Recommendation:

BE IT RESOLVED THAT Council receive Report #2022-0273 – Clerks - Proposed January 2023 Council Meeting Schedule;

AND THAT the appended January 2023 Council Meeting Schedule be approved;

AND THAT the Clerk be directed to present the full 2023 Council Meeting Schedule following disposition of the proposed Procedural By-law.

Background:

The Town of Pelham's Procedural By-law No. 4107(2019), as amended, provides the framework for the Town of Pelham's Council meeting schedule by stating Council shall meet as Regular Council on the first and third Monday of the month, with Policy and Priorities Committee or Committee of the Whole to follow. The Procedural By-law further calls for Council to meet on the second Monday of the month for Public Meetings under the *Planning Act*.

On July 25, 2022, Council approved the 2023 Budget Schedule. Budget meetings for January have been included in the appended schedule for ease of reference.

Council is traditionally presented a draft meeting schedule for the upcoming calendar year. A meeting schedule is established annually to accommodate Statutory Holidays, World Religious Holidays, major municipal conferences and other known events. As the framework for the Council meeting schedule is currently under Council review, staff have prepared a partial schedule. Following disposition of the proposed procedural by-law, the Clerk will present Council with a meeting schedule for the remainder of the calendar year.

Analysis:

The proposed procedural by-law seeks to amend the framework for the Council meeting schedule. If Council approves Report No. 2022-0275 2022 Procedural By-

law Update, in principle, on December 5th, 2022, the procedural by-law will be presented to Council for a first and second reading on December 19th, 2022. Following the necessary notice requirements, the procedural by-law will be presented to Council for a third and final reading on January 23rd, 2023. Staff recommend Council adopt a partial 2023 meeting schedule for January in accordance with Procedural By-law 4107(2019) while consideration of the proposed procedural by-law continues.

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. Staff have identified this structure as efficient and expedient. Through the proposed procedural by-law, Staff are recommending a similar meeting structure which provides for committee within Council. As this proposal is currently before Council, Policy and Priority Committee and Committee of the Whole have been excluded from the proposed 2023 January schedule.

Financial Considerations:

Adopting the partial 2023 Council Meeting Schedule does not have a direct financial implication.

Alternatives Reviewed:

The draft 2023 January Council Meeting Schedule has been prepared in accordance with the Town of Pelham's Procedural By-law No. 4107(2019). Council may revise the partial schedule at this time.

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:

Proposed 2023 January Only Council Meeting Schedule

Prepared and Recommended by:

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