

**The Corporation of the City of Kawartha Lakes**  
**Council Report**

**Report Number CLK2018-009**

---

**Date:** September 25, 2018  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier:** All

**Title:** **2019 Council, Committee of the Whole and Planning Advisory Committee Meeting Schedule**

**Author and Title:** Ann Rooth, Deputy Clerk

---

**Recommendation(s):**

**That** Report CLK2018-009, **2019 Council, Committee of the Whole and Planning Advisory Committee Meeting Schedule**, be received; and

**That** the schedule for Council, Committee of the Whole and Planning Advisory Committee Meetings for 2019, as outlined in Appendix A to Report CLK2018-009, be approved.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

A Council and Planning Advisory Committee meeting schedule for the entire year is developed and approved by Council which allows all parties to plan for reports and initiatives coming forward, as well as to assist in other meeting scheduling and vacations.

Further, at the Council Meeting of July 17, 2018 Council adopted the following resolution:

### **CR2018-461**

**Moved By** Councillor Elmslie

**Seconded By** Councillor Seymour-Fagan

**That** Report CAO2018-005, **Update – Review of City and Agency Boards and Committees**, be received;

**That** staff be directed to update the terms of reference for various Committees and Boards as generally outlined in Appendix A to Report CAO2018-005 in advance of the next term of Council for approval and subsequent recruitment; and

**That** the City Clerk include regular monthly Committee of the Whole meetings in future annual meeting calendars beginning the next term of Council.

**Carried**

This report addresses the schedule for Council, Committee of the Whole and Planning Advisory Committee for January to December of 2019.

## **Rationale:**

The purpose of this report is to put forward a schedule for 2019 for the benefit of Council, Staff, the public and media, to achieve the following goals:

- a) To provide Council, Staff, the Public and Media with an outline of the Council, Committee of the Whole and Planning Advisory Committee Meeting dates to occur in the 2019 calendar year;
- b) To provide Council with reduced meeting commitments during the summer break period and a break during the Christmas season;
- c) To assist with scheduling of vacations for Council and staff;
- d) To accommodate Councillors and staff attendance at municipal conferences without having a conflict with a council meeting;

- e) To schedule monthly Committee of the Whole Meetings to allow for planned presentations and deputations from the public for new items to Council; and
- f) To facilitate the scheduling of Special Council Meetings, Workshops, Training Opportunities and Strategic Sessions with Council without overburdening Members of Council.

### **Other Alternatives Considered:**

The schedule is to be a guiding document for 2019. Council has the option to make any revisions to the schedule as they see fit or as circumstances change throughout the year.

Special Council meetings may be called by the Chair subject to the usual notice and are not included on the schedules.

### **Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:**

The Schedule will allow Council and staff to deal with issues relating to the adopted strategic plan in an organized manner.

### **Consultations:**

CAO  
City Clerk  
Manager of Planning

### **Attachments:**

Appendix A – 2019 Council, Committee of the Whole and Planning Advisory Committee Meeting Calendar



2019 Council,  
Committee of the Wh

**Department Head E-Mail:**

**Department Head:**

**Department File:**