

The Corporation of the City of Kawartha Lakes
Council Report

Report Number CLK2019-012

Meeting Date: November 19, 2019

Title: 2020 Council, Committee of the Whole and Planning
Advisory Committee Meeting Schedule

Description:

Ward Number: All

Author and Title: Cathie Ritchie, City Clerk

Recommendation(s):

That Report CLK2019-012, **2020 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 2020, as outlined in Appendix A to Report CLK2019-012, be approved.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

A Council, Committee of the Whole 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.

In 2019 regular Committee of the Whole meetings were scheduled as directed by Council. With one Regular Council Meeting and one Committee of the Whole Meeting scheduled in each month, with some exceptions, the following benefits are being achieved:

- Effective management of the volume and type of reports and issues.
- Regular and more informal Committee of the Whole meetings allow for the review of matters prior to going to Council for consideration.
- Less formal Committee of the Whole meetings provide greater opportunity for public participation and increases the comfort level for persons making deputations or presentations to Council

This report addresses the schedule for Council, Committee of the Whole and Planning Advisory Committee for January to December of 2020.

Rationale:

The purpose of this report is to put forward a schedule for 2020 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 2020 calendar year;
- b. To provide Council with reduced meeting commitments during the summer break period and a break during the Christmas season;
- c. Appendix A – 2020 Council, Committee of the Whole and Planning Advisory Committee Meeting Calendar
- d. To assist with scheduling of vacations for Council and staff;
- e. To accommodate Council and staff attendance at municipal conferences without having a conflict with a council meeting;
- f. To schedule monthly Committee of the Whole Meetings to allow for planned presentations and deputations from the public for new items to Council; and
- g. 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 2020. 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 requirements and will be added to 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
Mayor
Manager of Planning

Attachments:

Appendix A – 2020 Council, Committee or the Whole and Planning Advisory Committee Meeting Calendar



Schedule A Report
CLK2019-012.docx

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Department Head: Ron Taylor, CAO