



## Council Report

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**Report Number:** CLK2021-008

**Meeting Date:** November 16, 2021

**Title:** **2022 Council, Committee of the Whole and Planning Advisory Committee Meeting Schedule**

**Description:**

**Author and Title:** Cathie Ritchie, City Clerk  
Sarah O'Connell, Deputy Clerk

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### Recommendation(s):

**That** Report CLK2021-008, **2022 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 2022, as outlined in Appendix A to Report CLK2021-008, 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.

This report addresses the schedule for Council, Committee of the Whole and Planning Advisory Committee for January to December of 2022.

## **Rationale:**

The purpose of this report is to put forward a schedule for 2022 for the benefit of Council, Staff, the public and media, to achieve the following goals:

1. 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 2022 calendar year;
2. To provide Council with reduced meeting commitments during the summer break period and a break during the Christmas season;
3. Appendix A – 2022 Council, Committee of the Whole and Planning Advisory Committee Meeting Calendar
4. To assist with scheduling of vacations for Council and staff;
5. To accommodate Council and staff attendance at municipal conferences without having a conflict with a council meeting;
6. To schedule monthly Committee of the Whole Meetings to allow for planned presentations and deputations from the public for new items to Council; and
7. To facilitate the scheduling of Special Council Meetings, Workshops, Training Opportunities and Strategic Sessions with Council without overburdening Members of Council.

2022 is also municipal election year and the meeting schedule for Q4 in 2022 has been reduced to accommodate the municipal election process.

## **Other Alternatives Considered:**

The schedule is to be a guiding document for 2022. 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.

## **Alignment to Strategic Priorities**

Good Government

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

### **Financial/Operation Impacts:**

None identified.

### **Consultations:**

Mayor

CAO

Acting Director of Development Services

Manager of Planning

### **Attachments:**

Appendix A – 2022 Council, Committee or the Whole and Planning Advisory Committee Meeting Calendar



CLK2021-008  
Appendix A.pdf

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**Department Head: Ron Taylor, Chief Administrative Officer**