



Council Report

Report Number: CLK2024-002
Meeting Date: November 19, 2024
Title: **2025 Meeting Schedule for Council, Committee of the Whole and Planning Advisory Committee Meetings**
Description: 2025 Meeting Schedule
Author and Title: Sarah O'Connell, Deputy Clerk

Recommendation(s):

That Report CLK2024-002, **2025 Meeting Schedule for Council, Committee of the Whole and Planning Advisory Committee Meetings**, be received; and

That the Council, Committee of the Whole and Planning Advisory Committee Meeting schedule for 2025, as outlined in Appendix A to Report CLK2024-002, be approved.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

An annual Council, Committee of the Whole and Planning Advisory Committee meeting schedule developed and approved by Council allows all parties to plan for reports and initiatives coming forward for the entire year, as well as to assist in scheduling other meetings, work plan commitments and vacations.

This Report addresses the schedule for Council, Committee of the Whole and Planning Advisory Committee Meetings from January to December of 2025.

Rationale:

The purpose of this Report is to put forward a schedule for 2025 for the benefit of Council, Staff, the public and media, to achieve the following goals:

1. To provide members of Council, Staff, the Public and Media with an outline of the Regular Council, Committee of the Whole and Planning Advisory Committee Meeting dates for the 2025 calendar year;
2. To provide members of Council with reduced meeting commitments during the summer break period and a break during the Christmas season;
3. To assist with scheduling of vacations for members of Council and Staff;
4. To accommodate attendance at municipal conferences by members of Council and Staff without having a conflict with a Regular Council Meeting;
5. To schedule monthly Committee of the Whole Meetings to allow for planned presentations and deputations from the public for new items to Council; and
6. To facilitate the scheduling of Special Council Meetings, training opportunities and strategic planning sessions and budget deliberation meetings without overburdening members of Council.

The schedule for 2025 can be revised by Mayor Elmslie throughout the year, as appropriate, and notice will be provided to members of Council if any changes are made.

Other Alternatives Considered:

The schedule is to be a guiding document for 2025. 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. Special Council Meetings will be added to the meeting schedule as they are called.

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
City Clerk
Director of Development Services

Attachments:

Appendix A – 2025 Council, Committee of the Whole and Planning Advisory Committee Meeting Schedule



Appendix A

Department Head email: critchie@kawarthalakes.ca

Department Head: Cathie Ritchie, City Clerk

Department File: