

November 14, 2018

To: Members
Executive Committee

Re: 2019 Council and Committee Meeting Schedule

RECOMMENDATION

1. That the 2019 meeting calendar for City Council and the following main committees as outlined in Appendix A be approved:
 - a. City Council
 - b. Community and Protective Services Committee
 - c. Executive Committee
 - d. Finance and Administration Committee
 - e. Mayor's Housing Commission
 - f. Public Works and Infrastructure Committee
 - g. Regina Appeal Board
 - h. Regina Planning Commission

2. That this report be forwarded to the November 26, 2018 meeting of City Council for approval.

CONCLUSION

This report seeks approval of the Council meeting schedule for 2018 and meeting dates for all main committees of Council.

BACKGROUND

In accordance with Section 96(1) of *The Cities Act*, "A council may decide to hold regularly scheduled council or council committee meetings on specified dates, times and places".

Section 5(1) of *The Procedure Bylaw No.2009-40* states "Regular meetings of Council shall be held each year starting on the fourth Monday of January commencing at 5:30 in the evening and on each second week thereafter, but may be altered in accordance with a meeting schedule approved by City Council by the last Council meeting in December of each year".

As is provided for in the above, Council has historically adopted yearly calendars with a varied meeting schedule. The proposed 2019 calendar outlined in Appendix A largely mirrors past years' meeting schedules. As previously requested the schedule provides for an uninterrupted break between the Executive Committee Meeting/Regina Planning Commission meeting and Council meeting in July and August of each year.

DISCUSSION

Meeting Dates for 2019

Meetings have traditionally been scheduled to avoid conflict with the Saskatchewan Urban Municipalities Association (SUMA) Conference, the Federation of Canadian Municipalities (FCM) Conferences and Canadian Association of Police Governance (CAPG).

It is proposed that the 2019 meeting schedule be arranged with the following considerations:

- in the earlier part of each month to accommodate reports from all committees
- not more than four weeks apart to avoid delays in consideration of items
- not less than four weeks apart to accommodate the requirements for zoning bylaw advertisements.

The attached schedule Appendix A attempts to balance all of the above factors.

RECOMMENDATION IMPLICATIONS

Financial Implications

None with respect to this report.

Environmental Implications

None with respect to this report.

Policy and/or Strategic Implications

The establishment of a calendar for 2019 provides Council, citizen members, media and the public with advance knowledge of the meeting schedule and assists in addressing and planning for other obligations that arise during the year. It also assists Administration and the Office of the City Clerk in facilitating an orderly flow and process of reports going to committee and/or Council.

Other Implications

Reports and recommendations from some committees may have pressures or constraints that require timely consideration by City Council. In those instances where there is a long period between a committee meeting and City Council, the holding of a “special meeting(s)” to deal with these may be required. Changes to the approved meeting schedule will be done on an exceptional basis only.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

Following approval by City Council, the 2019 meeting schedule will be released publicly and will be available on regina.ca.

DELEGATED AUTHORITY

The recommendations contained in this report require City Council approval.

Respectfully submitted,



Amber Ackerman
A/Deputy City Clerk

Respectfully submitted,



Jim Nicol
City Clerk

Report prepared by:
Amber Ackerman, A/Deputy City Clerk