



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Richard AI, Clerk/Manager of IT
DATE: 04/12/2017
SUBJECT: 2018 Regular Council Meeting Schedule
ATTACHMENTS: 2018 Regular Council Meeting Calendar

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the December 4, 2017 report of the Clerk/Manager of IT regarding the 2018 Regular Council Meeting Schedule for information purposes;

AND FURTHER, that Council approves the 2018 Regular Council Meeting Calendar as presented and directs the Clerk to advertise the 2018 Regular Council Meeting Schedule.

EXECUTIVE SUMMARY

Pursuant to the Township of North Huron Procedural By-law 18-2016, a schedule of Regular Council Meetings shall be established by Council for the upcoming year.

DISCUSSION

Section 6.1 of the Township of North Huron Procedural By-law reads;

- (a) Prior to the first meeting in each calendar year, the Council shall establish a schedule of all regular Council meeting dates for such calendar year. The schedule shall include the date, time and location of the meetings and shall be posted on the municipal website at the beginning of each year. The meeting schedule is subject to change as necessary;

To ensure compliance with the Procedural By-law, a schedule of Regular Council Meetings has been prepared and is attached to this report.

Regular Council Meetings are typically held on the first and third Monday of each month unless the day falls on a holiday in which case the meeting is moved to the Tuesday of that week. As displayed on the attached calendar there are a number of months in which a meeting will be moved to Tuesday due to a holiday on Monday.

Due to various factors including the holiday season in December, New Year's Day being the first Monday in January, and the ROMA Conference scheduled for January 21-23, 2018, the most appropriate course of action appears to be scheduling one meeting in January on the 15th of the month. Should any items arise that require immediate action, a Special Meeting could be called.

In addition, when assembling the 2018 calendar it was noted that the 2018 AMO Conference is scheduled for August 19-22, 2018. August 20th, 2018 would be a Regular Council Meeting date however this meeting would conflict if Councillors wished to attend the AMO Conference. As such the attached schedule proposes that one meeting be held in August on August 13th, 2018 and the

meetings in July be held on the second and fourth Mondays of the month which not only avoids the July 2nd holiday but also balances the gaps between meetings. Again, if items arise requiring immediate action, a Special Meeting could be called.

FINANCIAL IMPACT

By reducing the number of meetings in January and August to one in each of those months, there would be potential savings resulting from Council and staff only attending one Regular Meeting instead of two.

The former practice was to purchase advertisements in local newspapers for Regular Council Meetings on a quarterly basis. By moving to a full year advertisement for Regular Council Meetings, advertising costs would be reduced.

FUTURE CONSIDERATIONS

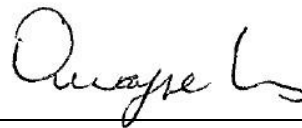
The proposed calendar of meeting dates includes Regular Council Meetings only. Budget Meetings, Special Meetings of Council, Town Hall Public Meetings, and other meeting types, would still need to be advertised on an as needed basis to ensure that proper notice is given as per applicable By-laws.

RELATIONSHIP TO STRATEGIC PLAN

Goal #2 Our residents are engaged and well informed.



Richard AI, Clerk/Manager of IT



Dwayne Evans, CAO