
REPORT TITLE: 2023 Regional Council and Committee Meeting Schedule

FROM: Gary Kent, CPA, CGA, ICD.D, Chief Financial Officer and Commissioner of Corporate Services

RECOMMENDATION

That the 2023 Regional Council and Committee meeting schedule attached as Appendix I to the report of the Chief Financial Officer and Commissioner of Corporate Services, listed on the September 22, 2022 Regional Council agenda titled “2023 Regional Council and Committee Meeting Schedule”, be approved.

REPORT HIGHLIGHTS

- The proposed 2023 Council and Committee meeting schedule is attached as Appendix I.
 - The proposed meeting schedule is not a complete list of all committee meetings that may be scheduled during 2023. Certain committees meet on an irregular basis or at the call of the Chair, and new committees may be established or existing committees may be disbanded at the beginning of the new term at the discretion of Council. As such, not all meeting dates have been finalized at the time of this report.
 - The Regional Clerk has shared the draft 2023 meeting schedule with local municipal staff and any conflicts will be addressed.
 - All Thursdays (with some exceptions during regular holidays) are reserved for Regional business.
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DISCUSSION

1. Background

Each year, a schedule of Regional Council and Committee meetings are prepared for approval by Regional Council, pursuant to the Region of Peel Procedure By-law.

2. March Break

The Peel District School Board and the Dufferin-Peel Catholic School Board have identified their scheduled March Breaks as being the week of March 13 - 17, 2023. In accordance with section 3.2.2.c. of Procedure By-law 27-2022, there shall be no Council or committee meetings during the one week designated by the Peel School Boards for the March Break.

3. Summer Months

In accordance with Procedure By-law 27-2022, a Regional Council meeting has been scheduled for July 6, 2023.

2023 Regional Council and Committee Meeting Schedule

a) Periods with No Scheduled Regular Council Meetings

Pursuant to By-law 15-2020, Regional Council established the Interim Period Approvals Committee (IPAC) which is authorized to meet when there is no regular meeting of Council scheduled for a period of more than 21 days after the date of the previously scheduled regular meeting or a period of restricted acts in the year of an election. The Committee was created for the purpose of overseeing any matters requiring Council's approval, as authorized by section 23.1 or section 275 (6) of the *Municipal Act, 2001*, as amended, and to provide assurance to the public that the continuity of conduct of regional business is administered in an efficient, effective and economical manner. Council members will be appointed to IPAC at the beginning of the new term of Council.

4. Local Municipal Meeting Schedules

The Regional Clerk has shared the draft 2023 meeting schedule with local municipal staff and any conflicts will be addressed.

5. Committee Meetings

The 2023 Regional Council and Committee schedule attached as Appendix I is not a complete list of all meetings that may be scheduled during 2023. Certain committees meet on an irregular basis or at the call of the Chair, and new committees may be established or existing committees may be disbanded at the beginning of the new term, at the discretion of Council. As such, not all meeting dates have been finalized at the time of this report. Staff will make every effort to ensure that Councillors are advised of these meetings in a timely manner.

6. Workshops

On occasion, Council may request or it may be deemed valuable to hold workshops for Council members on particular matters. These are conducted on an as needed basis and, as such, cannot be scheduled in advance.

7. Schedule Meeting Information

Current information regarding scheduled meetings and cancellations are available on the Region of Peel website, www.peelregion.ca.

8. Other Conferences

In developing the proposed 2023 Council and Committee Meeting Schedule, the following conference dates were considered and have been highlighted on the meeting schedule:

- Rural Ontario Municipal Association Annual Conference – January 22, 2023 to January 24, 2023
- Ontario Good Roads Association Annual Conference – April 16, 2023 to April 19, 2023
- Federation of Canadian Municipalities Annual Conference – May 25, 2023 to May 28, 2023
- Association of Municipalities of Ontario Annual Conference – August 20, 2023 to August 23, 2023

2023 Regional Council and Committee Meeting Schedule

9. Thursdays as Regional Business Days

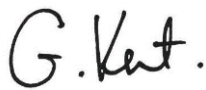
To ensure availability of Council members for Special Council or Committee meetings, all Thursdays (with some exceptions during regular holidays) shall be reserved for Regional Business. The Regional Procedure By-law stipulates that Regional Council meetings may continue until 3:30 p.m. on such meeting days. At the request of the Regional Chair, exceptions may occur resulting in meetings being scheduled on a day other than a Thursday.

CONCLUSION

Pursuant to Procedure By-law 27-2022, the proposed 2023 Regional Council and Committee meeting schedule is hereby presented to Regional Council for consideration and approval.

APPENDICES

Appendix I – Draft 2023 Regional Council Committee Meeting Schedule



Gary Kent, CPA, CGA, ICD.D, Chief Financial Officer and Commissioner of Corporate Services

Authored By: Jill Jones, Legislative Specialist