
REPORT TITLE: 2024 Regional Council and Committee Meeting Schedule

FROM: Patricia Caza, Regional Solicitor and Commissioner of Legislative Services

RECOMMENDATION

That the 2024 Regional Council and Committee meeting schedule attached as Appendix I to the report of the Regional Solicitor and Commissioner of Legislative Services, listed on the September 28, 2023 Regional Council agenda titled “2024 Regional Council and Committee Meeting Schedule”, be approved.

REPORT HIGHLIGHTS

- The proposed 2024 Council and Committee meeting schedule is attached as Appendix I.
- Regional Council meetings are regularly scheduled on weeks two and four of the month, however it is recommended that Council meetings in the month of March be moved to weeks one and three to accommodate the Peel School Boards’ March Break.
- The proposed meeting schedule is not a complete list of all committee meetings that may be scheduled during 2024. Certain committees meet on an irregular basis or at the call of the Chair, and committees may be established or disbanded at the discretion of Council.
- 2025 Council Budget meeting dates have been included on the proposed 2024 meeting calendar. These dates may be revised dependent upon the outcome of the provincial Transition Board review.
- The Regional Clerk has shared the draft 2024 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.

DISCUSSION

1. Background

Each year, a schedule of Regional Council and Committee meetings is prepared for approval by Regional Council, pursuant to the Peel Region Procedure By-law. The proposed 2024 Council and Committee meeting schedule is attached as Appendix I.

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 11 - 15, 2024. In accordance with

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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.

It is recommended that Regional Council meetings in the month of March be scheduled on weeks one and three to accommodate the March Break. Regional Council meetings are regularly scheduled on weeks two and four of each month, however, section 3.2.3 of the Procedure By-law permits that the schedule of regular meetings established by Council may vary as Council may determine, or as the Regional Clerk may determine from time to time.

3. Summer Months

In accordance with the Procedure By-law, one Regional Council meeting has been scheduled for July 11, 2024 and there are no scheduled Regular Council meetings during the month of August.

a) Periods with No Scheduled Regular Council Meetings

Pursuant to By-law 15-2020, Regional Council established the Interim Period Approvals Committee comprised of the Chairs and Vice Chairs of the Corporate and Legislative Services, Public Works, Health, Human Services, and Planning and Growth Management sections of Regional Council, and the Regional Chair, as ex-officio.

The Committee 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 Peel business is administered in an efficient, effective and economical manner.

4. Committee Meetings

The 2024 Regional Council and Committee schedule attached as Appendix I is not a complete list of all meetings that may be scheduled during 2024. Certain committees meet on an irregular basis or at the call of the Chair, and committees may be established or disbanded 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.

5. 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.

6. 2025 Budget Meetings

2025 Council Budget meeting dates have been included as placeholders on the proposed 2024 meeting calendar. These dates may be revised dependent upon the outcome of the provincial Transition Board review.

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7. Other Conferences

In developing the proposed 2024 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 21 to 23, 2024
- Ontario Good Roads Association Annual Conference – April 21 to 24, 2024
- Federation of Canadian Municipalities Annual Conference – June 6 to 9, 2024
- Association of Municipalities of Ontario Annual Conference – August 18 to 21, 2024

8. 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 Peel Business. The Procedure By-law stipulates that Regional Council meetings may continue until 3:30 p.m. on such meeting days, and may extend longer should Council vote to extend any particular meeting.

At the request of the Regional Chair, exceptions may occur resulting in meetings being scheduled on a day other than a Thursday.

9. Local Municipal Meeting Schedules

The Regional Clerk has shared the draft 2024 meeting schedule with local municipal staff and any conflicts will be addressed.

10. Schedule Meeting Information

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

BILL 112 RISKS AND IMPLICATIONS

The passing of the *Hazel McCallion Act (Peel Dissolution)*, 2023 on June 8, 2023, will dissolve the Region of Peel effective January 1, 2025. The legislation provides for the establishment of a Transition Board to make recommendations on implementing the restructuring. The 2024 meeting calendar may be revised dependent upon the outcome of the provincial Transition Board review.

CONCLUSION

Pursuant to Procedure By-law 27-2022, as amended, the proposed 2024 Regional Council and Committee meeting schedule is presented to Regional Council for consideration and approval.

APPENDICES

Appendix I – Proposed 2024 Regional Council Committee Meeting Schedule

2024 Regional Council and Committee Meeting Schedule



Patricia Caza, Regional Solicitor and Commissioner of Legislative Services

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