



Report to Council

Department: Office of the CAO

Division: Legal and Legislative Services

Date: November 2, 2020

Prepared by: Shelley Brown, Deputy Clerk, Legal and Legislative Services

Report Number: Legal and Legislative Services-2020-15

Subject: 2021 Regular Council Meeting Dates

Number of Pages: 3

Recommendation(s)

That Legal and Legislative Services 2020-15 Report entitled 2021 Regular Council Meeting Dates prepared by Shelley Brown, Deputy Clerk dated November 2, 2020 be received, and

That the Regular Meeting dates proposed herein be approved.

Purpose

To establish 2021 regular council meeting dates.

Background and Discussion

As per Section 3.2.1 of Procedural By-Law 1926, regular council meetings will be held on the first and third Mondays of each month unless otherwise decided by a majority of its members.

Section 3.2.2 of Procedural By-Law 1926 states that when a regular meeting falls on a Monday that is a civic or public holiday or on a day when Town Hall is closed for business, the Regular

meeting shall be held on the next following date that is not a public holiday or on a date agreed to by Council.

Section 3.2.3 of Procedural By-Law 1926 states further that, when deemed necessary, Council may change the date, time and location of a regular meeting by majority vote of Council.

The final regular council meeting for 2020 is scheduled for December 21. The municipal office will be closed for the holidays commencing at day's end on Wednesday, December 23 and will re-open on Monday, January 4, 2020. Due to the timing of the deadline for agenda items and the timing of the return of various staff to the office from the holiday season, it is recommended that Council defer the scheduling of the first regular meeting of 2021 to January 18, 2020.

Therefore, the proposed 2021 regular council meeting dates are as follows:

- Monday, January 18
- Monday, February 1 and Tuesday, February 16 (moved to allow observation of Family Day on February 15)
- Monday, March 1 and 15
- Tuesday, April 6 (moved to allow observation of Easter Monday on April 5) and Monday, April 19
- Monday, May 3 and 17
- Monday, June 7 and 21
- Monday, July 5 and 19
- Tuesday, August 3 (moved to allow observation of Civic Holiday on August 2) and Monday, August 23*
- * Please note that the 2020 AMO Conference is scheduled for August 15-18
- Tuesday, September 7 (moved to allow observation of Labour Day on September 6) and Monday, September 20
- Monday, October 4 and 18

- Monday, November 1 and 15
- Monday, December 6 and 20

Financial Impact

None.

Consultations

None.

Link to Strategic Priorities

- ☐ Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- ☐ Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- ☐ Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- ☐ Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- ☒ Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.
- ☒ Improve the Town's capacity to meet the ongoing and future service needs of its citizens while ensuring the corporation is resilient in the face of unanticipated changes or disruptions.

Report Approval Details

Document Title:	2021 Regular Council Meeting Dates - Legal and Legislative Services-2020-15.docx
Attachments:	
Final Approval Date:	Oct 27, 2020

This report and all of its attachments were approved and signed as outlined below:



**Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk - Oct 27, 2020
- 9:01 AM**



Chris Nepszy, Chief Administrative Officer - Oct 27, 2020 - 10:48 AM