



SUBJECT: Amendment to the 2021 Calendar of Meetings (Month of June)

TO: Mayor and Members of Council

FROM: Office of the City Clerk

Report Number: CL-12-21

Wards Affected: NA

File Numbers: NA

Date to Committee: NA

Date to Council: April 20, 2021

Recommendation:

Reconsider the following portion of motion CL-19-2021, approved by Council on November 23, 2020:

Approve the 2021 calendar of meetings for Burlington City Council and its standing committees as outlined in Appendix A of clerks department report CL-19-20.

PURPOSE:

Vision to Focus Alignment:

- Building more citizen engagement, community health and culture
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Background and Discussion:

Report CL-19-20, the 2021 Calendar of Meetings was approved by Council on November 23, 2020. The report established the 2021 Calendar of Meetings, and the Budget Cycles for 2021 and 2022. In addition, there were substantive changes to the Council/committee schedule which led to Procedure By-law amendments, these amendments are out of scope for the reconsideration.

At the time of the report, the proposed schedule for June was shifted to accommodate two blocks of time reserved by the Federation of Canadian Municipalities (FCM).

FCM was determining its approach for its 2021 annual FCM conference, and therefore the two blocks of days were held, and June was scheduled around them. In March 2021 staff were advised that FCM had decided to hold their entire conference virtually and had subsequently shifted its conference to June 1-4, 2021. This change directly impacts the following committee meetings in June 2021:

- Community Planning, Regulation and Mobility – June 1, 2021
- Corporate Services, Strategy, Risk and Accountability – June 2, 2021

In accordance with section 47.4 of Procedure By-law 04-20, Councillor Galbraith provided notice at the March 23, 2021 Council meeting to reconsider only the portion of recommendation pertaining to the Council schedule.

Based on a review of the month of June 2021, staff have put forward a proposed schedule that Council may consider, should the motion to reconsider be approved by way of a 2/3 majority of Council. The original motion (portion) would then be moved, and the following amendment may be brought forward:

Delete the entire month of June 2021 meetings and replace with the following schedule:

- Corporate Services, Strategy, Risk and Accountability – Monday, June 7, 2021
- Community Planning, Regulation and Mobility – Tuesday, June 8, 2021
- Audit Committee – Wednesday, June 9, 2021
- Environment, Infrastructure and Community Services – Thursday, June 10, 2021
- Community Planning, Regulation and Mobility (Public Meeting) – Tuesday, June 15, 2021
- Council Workshop – Monday, June 21, 2021
- Burlington City Council – Tuesday, June 22, 2021

Strategy/process

Making changes to the schedule will allow for members of Council to fully participate at the FCM virtual conference. Their participation may help to further advocacy in areas of concern.

Options Considered

Council could choose to not amend the schedule; however, Council members may have to miss portions of Committee meetings, or not be able to fully engage at the FCM conference.

Financial Matters:

Not applicable.

Climate Implications

Due to COVID-19 the City has been hosting virtual meetings since March 2020, the 2021 FCM conference will be fully virtual. Virtual meetings or conferences will yield reductions to the Members' of Council carbon footprint.

Engagement Matters:

In accordance with Council procedure, Notice of Motion of the reconsideration was provided at the March 23, 2021 Council meeting, and included in the minute record. Should Council amend their June schedule of meetings, staff will work with Corporate Communications to ensure that the changes are communicated effectively.

Conclusion:

Should Council choose to reconsider the June 2021 Council schedule it would afford for Members to fully participate at the FCM annual conference (virtual) June 1-4, 2021.

Respectfully submitted,

Kevin Arjoon

City Clerk

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Appendices:

- A. Revised 2021 Calendar of Meetings

Report Approval:

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.