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DATE: August 20, 2013

REPORT TITLE: **2014 REGIONAL COUNCIL AND COMMITTEE MEETING SCHEDULE**

FROM: Norma Trim, Chief Financial Officer and Commissioner of Corporate Services

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## **RECOMMENDATION**

**That the 2014 Regional Council and Committee meeting schedule, attached as Appendix I to the report of the Chief Financial Officer and Commissioner of Corporate Services dated August 20, 2013, titled "2014 Regional Council and Committee Meeting Schedule", be approved.**

### **REPORT HIGHLIGHTS**

- Attached as Appendix I is the proposed Regional Council and Committee meeting schedule for the upcoming year, 2014.
- The proposed schedule has been circulated to the area municipalities for consideration.
- All Thursdays (with some exceptions during regular "holiday" periods) are reserved for Regional business.

## **DISCUSSION**

### **1. Background**

Each year, a schedule of the Regional Council and Committee meetings is prepared for approval by Council pursuant to the Region of Peel Procedure By-law 100-2012.

### **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 10 to 14, 2014. Therefore, it is proposed that only one Regional Council meeting be scheduled during March; to be held on March 20, 2014.

### **3. Summer Months**

In accordance with Procedure By-law 100-2012, a Regional Council meeting has been scheduled for July, 2014 to be held on July 3, 2014.

August 20, 2013

## **2014 REGIONAL COUNCIL AND COMMITTEE MEETING SCHEDULE**

Pursuant to By-law 56-2008, as amended, Regional Council established the Interim Period Approvals Committee comprised of the Chairs and Vice Chairs of the Management, Public Works, Health and Human Services sections of Regional Council, plus the Regional Chair, *ex-officio*. The Committee was created for the purpose of considering, and where appropriate, authorizing the incurring of expenditures requiring the approval of Regional Council during any time when there is no Regional Council meeting for a period of more than 21 days after the date of the previously held Regional Council meeting. The Committee can be utilized, if needed, during the summer months and during the election period.

### **4. Election Period**

In accordance with Procedure By-law 100-2012, no meetings have been scheduled for the month of October as 2014 is a regular election year. The 2014 Municipal Election will be held on Monday, October 27, 2014. Nomination day is Friday, September 12, 2014. The Inaugural meeting of the new Council for the Region of Peel is proposed for Thursday, December 4, 2014 subsequent to the area municipal Inaugurals.

### **5. Area Municipal Meeting Schedules**

The Regional Clerk has shared the draft 2014 meeting schedule with area municipal staff and there are no conflicts with the proposed schedule.

### **6. Committee Meetings**

The 2014 Regional Council and Committee schedule, attached as Appendix I, is not a complete list of all meetings that may be scheduled during 2014. Certain committees meet on an irregular basis or at the call of the Chair and 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. Please note the change to the Region of Peel Accessibility Advisory Committee meetings which will be scheduled on Thursdays in 2014.

### **7. Niagara Escarpment Commission**

The Niagara Escarpment Commission (NEC) generally schedules their meetings to take place on the third Thursday of the month. This is also the case for 2014 subject to approval by the Commission later in the fall, 2013 and will result in meetings in conflict with some Regional Committee meetings.

### **8. Workshops**

On occasion, Council may request or it may be deemed valuable, for certain committees 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.

### **9. Scheduled Meeting Information**

Current information regarding scheduled meetings, including cancellations, is available on the Region of Peel website [www.peelregion.ca](http://www.peelregion.ca). Staff makes every effort to ensure the posted meeting information remains current and accurate at all times.

August 20, 2013

**2014 REGIONAL COUNCIL AND COMMITTEE MEETING SCHEDULE**

**10. Other Conferences**

The following schedules were considered and all anticipated potential conflicts have been addressed:

- a. Rural Ontario Municipal Association/Ontario Good Roads Association (ROMA/OGRA) Annual Conference – February 23, 2014 to February 26, 2014 (dates are highlighted on the meeting schedule)
- b. Federation of Canadian Municipalities (FCM) Annual Conference – May 30, 2014 to June 2, 2014 (dates are highlighted on the meeting schedule)
- c. Association of Municipalities of Ontario (AMO) Annual Conference – August 17, 2014 to August 20, 2014 (dates are highlighted on the meeting schedule)

**11. Thursdays as Regional Business Days**

In order to ensure availability of Council Members for Special Council and/or Committee meetings for the purpose of deliberating the budget, all Thursdays (with some exceptions during regular "holiday" periods) shall be reserved for Regional Business. Members are reminded that the Procedure By-law stipulates that Regional Council meetings may continue until 3:30 p.m. on such meeting days. At the request of the Chair, exceptions may occur resulting in meetings being scheduled on a day other than a Thursday.

**CONCLUSION**

Pursuant to Procedure By-law 100-2012, the 2014 Regional Council and Committee Meeting schedule is hereby presented to Council for consideration and approval.



Norma Trim  
Chief Financial Officer  
and Commissioner of Corporate Services

**Approved for Submission:**



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D. Szwarc, Chief Administrative Officer

*For further information regarding this report, please contact Kathryn Lockyer at extension 4325 or via email at [kathryn.lockyer@peelregion.ca](mailto:kathryn.lockyer@peelregion.ca)*

*Authored By: Christine Thomson, Legislative Specialist*

c. Legislative Services 

**Regional Council and Committee Schedule**

JANUARY				
MON	TUE	WED	THU	FRI
		1 Holiday	2 R	3
6	7	8	9 RC	10
13	14	15	16 APSC AAC	17
20	21	22	23 RC PHC	24
27	28	29	30 GSSC CAAC ELCCTF	31

FEBRUARY				
MON	TUE	WED	THU	FRI
3	4	5	6 AC IRAC WMC	7
10	11	12	13 GTAA RC	14
17 Holiday	18	19	20 EMPC EPSC APSC*	21
24 OGRA/ ROMA	25 OGRA/ ROMA	26 OGRA/ ROMA	27 RC PHC	28

MARCH				
MON	TUE	WED	THU	FRI
3	4	5	6 ARRASC IRAC WMC	7
MARCH BREAK				
17	18	19	20 RC PHC	21
24	25	26	27 APSC CIC AAC	28
31				

APRIL				
MON	TUE	WED	THU	FRI
	1	2	3 GSSC IRAC WMC	4
7	8	9	10 RC	11
14	15	16	17 AC CAAC	18 Holiday
21	22	23	24 RC PHC	25
28	29	30		

MAY				
MON	TUE	WED	THU	FRI
			1 AC IRAC WMC	2
5	6	7	8 RC	9
12	13	14	15 ARRASC CIC COR	16
19 Holiday	20	21	22 GTAA RC PHC	23
26	27	28	29 ELCCTF* AAC	30 FCM

JUNE				
MON	TUE	WED	THU	FRI
2 FCM	3	4	5 GSSC IRAC WMC	6
9	10	11	12 RC	13
16	17	18	19 EMPC EPSC	20
23	24	25	26 RC PHC PLAGM	27
30				

- RC** Regional Council
- R** Reserved for Regional Business
- AAC** Accessibility Advisory Committee
- AC** Audit Committee
- APSC** Aging Population Term of Council Priority Steering Committee
- APSC\*** Aging Population Term of Council Priority Steering Committee
- ARRASC** Arterial Roads Review Ad Hoc Steering Committee
- CAAC** Conservation Authorities Advisory Committee
- CIC** Community Investment Committee
- COR** Committee of Revision
- ELCCTF\*** Early Learning and Child Care in Peel Task Force
- ELCCTF** Early Learning and Child Care in Peel Task Force
- EMPC** Emergency Management Program Committee
- EPSC** Emergency and Protective Services Committee
- FCM** Federation of Canadian Municipalities Annual Conference
- GSSC** Greenlands Securement Subcommittee
- GTAA** Greater Toronto Airports Authority Liaison Committee
- IRAC** Intergovernmental Relations Advisory Committee
- PHC** Peel Housing Corporation
- PLAGM** Peel Living Annual General Meeting
- OGRA/ROMA** Ontario Good Roads Association/Rural Ontario Municipal Association Conference
- WMC** Waste Management Committee

- 9:30 a.m. - 3:30 p.m.
- 9:30 a.m. - 3:30 p.m.
- 1:00 p.m. - 3:00 p.m.
- 9:30 a.m. - 11:00 a.m.
- 9:00 a.m. - 11:00 p.m.
- 1:00 p.m. - 3:30 p.m.
- 9:30 a.m. - 11:00 a.m.
- 11:00 a.m. - 1:00 p.m.
- 11:00 a.m. - 1:00 p.m.
- 1:00 p.m. - 3:30 p.m.
- 9:30 a.m. - 11:00 a.m.
- 1:00 p.m. - 3:30 p.m.
- 9:30 a.m. - 10:00 a.m.
- 10:00 a.m. - 12:00 p.m.
- May 30 - June 2, 2014
- 10:00 a.m. - 11:00 a.m.
- 8:00 a.m. - 9:30 a.m.
- 11:00 a.m. - 1:00 p.m.
- 11:30 a.m. - 12:00 p.m.
- 12:00 p.m. - 12:30 p.m.
- February 23 - February 26, 2014
- 1:00 p.m. - 3:30 p.m.



# 2014

## Regional Council and Committee Schedule

JULY				
MON	TUE	WED	THU	FRI
	1 Holiday	2	3 RC	4
7	8	9	10 R	11
14	15	16	17 R	18
21	22	23	24 AAC	25
28	29	30		

AUGUST				
MON	TUE	WED	THU	FRI
				1
4 Holiday	5	6	7 R	8
11	12	13	14 R	15
18 AMO	19 AMO	20 AMO	21 R	22
25	26	27	28 R	29

SEPTEMBER				
MON	TUE	WED	THU	FRI
1 Holiday	2	3	4 AC IRAC WMC	5
8	9	10	11 GTAA RC	12 Nomination Day
15	16	17	18 EMPC EPSC ARRASC ELCCTF	19
22	23	24	25 RC PHC	26
29				

OCTOBER				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13 Holiday	14	15	16	17
20	21	22	23	24
27 Election Day	28	29	30	31

NOVEMBER				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

DECEMBER				
MON	TUE	WED	THU	FRI
1	2	3	4 Inaugural	5
8	9	10	11 RC PHC	12
15	16	17	18 R	19
22	23	24	25 Holiday	26 Holiday
29 Office Closed	30 Office Closed	31 Office Closed		

- RC** Regional Council
- R** Reserved for Regional Business
- AAC** Accessibility Advisory Committee
- AC** Audit Committee
- AMO** Association of Municipalities of Ontario Annual Conference
- ARRASC** Arterial Roads Review Ad Hoc Steering Committee
- ELCCTF** Early Learning and Child Care in Peel Task Force
- EMPC** Emergency Management Program Committee
- EPSC** Emergency and Protective Services Committee
- GTAA** Greater Toronto Airports Authority Liaison Committee
- IRAC** Intergovernmental Relations Advisory Committee
- PHC** Peel Housing Corporation
- WMC** Waste Management Committee
- Inaugural** Region of Peel Council Inaugural

- 9:30 a.m. - 3:30 p.m.**
- 9:30 a.m. - 3:30 p.m.**
- 1:00 p.m. - 3:00 p.m.**
- 9:30 a.m. - 11:00 a.m.**
- August 17 - August 20, 2014**
- 11:00 a.m. - 1:00 p.m.**
- 1:00 p.m. - 3:30 p.m.**
- 8:30 a.m. - 9:00 a.m.**
- 9:00 a.m. - 11:00 a.m.**
- 8:00 a.m. - 9:30 a.m.**
- 11:00 a.m. - 1:00 p.m.**
- 11:30 a.m. - 12:00 p.m.**
- 1:00 p.m. - 3:30 p.m.**
- December 4, 2014**