

2023 Meeting Dates Schedule

Report Purpose

To seek Council approval of the 2023 Meeting Dates Schedule for Council and Priorities Committee meetings.

Recommendation

THAT the 2023 Meeting Dates Schedule, as set out in enclosure 1 of the October 25, 2022 Legislative and Legal Services Department report, be approved.

Clerk's note: All Councillors must be present to approve the schedule under section 193(1) of the Municipal Government Act.

Our Prioritized Strategic Goals

Governance Requirement

Report

Administration annually prepares a draft schedule for the upcoming year's Council and Priorities Committee meetings. The schedule must consider several factors including timing of major conventions (Alberta Municipalities, RMA, FCM), annual Council breaks and statutory holidays.

The chart below provides a comparison of the 2022 and 2023 meeting schedule. The first meeting in 2023 will be a Council meeting on January 17. This date allows enough time for agenda review and publication following the 2022 holiday season. The schedule includes a 6-week period (in summer) with no Council or Priorities Committee meetings, and the final Council meeting of 2023 will be December 7, 2023. This is in keeping with past practice.

When possible, the Tuesday following a holiday Monday was avoided as a meeting date to ensure enough time for meeting preparation.

Finally, the draft meeting schedule also accounts for the time Council requires to travel to and attend the following events:

- RMA Spring Conference – March 20-22
- FCM Conference – May 25-28
- AUMA Conference – September 27-29
- RMA Winter Conference – November 6-9

Meeting	2022	2023	Notes
Council Meetings	20	20	<p>Council meetings are open to the public and scheduled on Tuesdays with a commencement time of 9:00 am. Meetings are generally held twice per month, except for the month of August where a summer break is provided.</p> <p>Public Hearings provide an opportunity for members of the public to speak to Council on advertised bylaws. Public Hearings are scheduled on the same day as Council meetings with a commencement time of 5:00 pm or 7:00 pm depending on the</p>

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			timing and complexity of issues.
Priorities Committee Meetings	11	11	<p>Priorities Committee meetings are open to the public and scheduled on Tuesdays with a commencement time of 9:00 am. Meetings are generally held once per month, however, in 2023 there will be two Priorities Committee meetings held in June. There is no Priorities Committee meeting in the month of August, as a summer break is provided.</p> <p>Priorities Committee meetings include Open House sessions, which are an opportunity for members of the public to make presentations in accordance with the Priorities Committee Bylaw 17-2017. Speakers are required to register in advance.</p>
Council Budget Meetings	9	8	Council Budget Meetings are open to the public and scheduled throughout the year as required to meet the timelines established by Council for review of the next year's Business Plan and Budget.
Council Strategic Planning Meetings	1	1	
Meeting break	6 weeks	6 weeks	In keeping with Council past practice.

Council and Committee History

October 26, 2021 Council approved the 2022 Meeting Dates Schedule

Other Impacts

Policy: n/a

Legislative/Legal: Subsection 193(1) of the *Municipal Government Act* provides that Council may decide at a Council meeting at which all the Councillors are present to hold regularly scheduled meetings on specified dates, times and places.

Interdepartmental: n/a

Master Plan/Framework: n/a

Communication Plan

Meetings are advertised via newspaper and the Strathcona County website.

Enclosure

1 2023 Meeting Dates Schedule