

THE CORPORATION OF THE CITY OF WINDSOR
Office of the City Clerk - Council Services



MISSION STATEMENT:

"Our City is built on relationships – between citizens and their government, businesses and public institutions, city and region – all interconnected, mutually supportive, and focused on the brightest future we can create together."

LiveLink REPORT #: 18037 ACO2015	Report Date: October 6, 2015
Author's Name: Steve Vlachodimos	Date to Council: November 16, 2015
Author's Phone: 519 255-6222 ext. 6488	Classification #:
Author's E-mail: svlachodimos@citywindsor.ca	

To: Mayor and Members of City Council

Subject: 2016 Schedule of Council and Standing Committee Meetings

1. RECOMMENDATION: City Wide: Ward(s): _____

That the attached schedule of City Council and Standing Committee meetings for 2016 along with the "Deadlines for Submission of Reports Scheduled for Consideration at City Council Meetings" and "Deadlines for Submission of Reports Scheduled for Consideration at Standing Committee Meetings", for January 1, 2016 to December 31, 2016 **BE APPROVED.**

EXECUTIVE SUMMARY:

N/A

2. BACKGROUND:

City Council, at its June 7, 2011 meeting adopted the new Procedure By-law 98-2011 that includes provision 3.2(b) for the City Clerk to present a meeting calendar in November of each year detailing the dates for all regular meetings of Council.

3. DISCUSSION:

For reference purposes, attached is the schedule of proposed regular Council meeting dates and Standing Committee dates for the calendar year 2016, along with the deadlines for submitting administrative reports for both Council meetings as well as Standing Committee meetings.

Council meetings will be the 1st and 3rd Mondays of the month, or, where there is a holiday on the Monday, on the Tuesday, with a start time of 6:00 o'clock p.m.

4. RISK ANALYSIS:

The calendar and deadline schedules have been provided to Administration to allow proper planning and scheduling of issues to be considered by Council and Standing Committees. The risk is minimal to non-existent.

5. FINANCIAL MATTERS:

N/A

6. CONSULTATIONS:

The Greater Essex County District School Board was consulted in terms of March Break; the Association of Municipalities of Ontario (AMO) provided the dates for the annual AMO Conference, which will be held in Windsor, Ontario; and the Federation of Canadian Municipalities (FCM) provided the dates for the annual FCM Conference which will be held in Winnipeg, MB. These dates were taken into consideration when formulating the 2016 Council Calendar.

7. CONCLUSION:

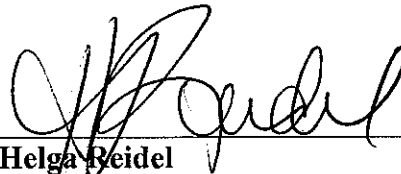
As required by the Procedure By-law, it is recommended that the attached Schedule of City Council and Standing Committee meetings for January 1, 2016 to December 31, 2016 be approved. Once adopted, this 2016 schedule will be posed to www.citywindsor.ca for citizens to reference, as well as on Dashboard for employee reference.



Steve Vlachodimos
Deputy City Clerk and Senior Manager of
Council Services



Valerie Critchley
City Clerk/Licence Commissioner and
Corporate Leader Public Engagement and
Human Services



Helga Reidel
Chief Administrative Officer

/bt

APPENDICES:

Appendix A – Proposed 2016 Schedule of Meetings

Appendix B – Deadlines for Submission of Reports – City Council & Executive Committee

Appendix C – Deadlines for Submission of Reports – Standing Committees

DEPARTMENTS/OTHERS CONSULTED:**Name:****Phone #: 519 ext.****NOTIFICATION :**

Name	Address	Email Address	Telephone	FAX
Cliff Danby, Cogeco Cable		cliff.danby@kogeco.com		
Closed Captioning		on file		