



TOWN OF
HALTON HILLS
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REPORT

TO: Mayor Lawlor and Members of Council

FROM: Melissa Lawr, Deputy Clerk – Legislation

DATE: August 1, 2023

REPORT NO.: ADMIN-2023-026

SUBJECT: 2024 Council Calendar

RECOMMENDATION:

THAT Report No. ADMIN-2023-026 dated August 1, 2023 regarding the 2024 Council Calendar be received;

AND FURTHER THAT the 2024 Council Calendar be approved as attached to this report as 'Appendix A'.

KEY POINTS:

The following are key points for consideration with respect to this report:

- Section 5(5) of the Town's Procedure By-law states that the Clerk shall prepare an annual schedule for regular Council, based primarily on a three-week meeting cycle
- The 2024 Council Calendar is attached to this report as Appendix A
- Halton Region approved its 2024 Council Calendar on September 20th (Attached as Appendix B)

BACKGROUND AND DISCUSSION:

On April 17, 2023 Council passed By-law No. 2023-0026, the Town's Procedure By-law. Section 5(5) of this by-law states that the Clerk shall prepare an annual schedule for regular Council, based primarily on a three-week meeting cycle. Appendix A to this report reflects a three-week meeting schedule.

As outlined in Section 9(7) of the Town's Procedure By-law, reports will receive final disposition at the next regular scheduled Council meeting with the exception of Confidential items, Consent items and any reports listed as Immediate Action Items which will receive final disposition at the meeting they are listed on the agenda.

At its regular meeting of Council on September 20, 2023 Halton Region approved its 2024 Calendar, attached as appendix B to this report.

The scheduled Budget Committee meeting dates are subject to change.

Upon approval of this report, a copy of the 2024 Council Calendar will be distributed to Town Staff and each 2024 meeting date will be added to the [Town's Municipal Calendar webpage](#).

STRATEGIC PLAN ALIGNMENT:

This report is administrative in nature and does not have an impact on the Town's Strategic Plan.

RELATIONSHIP TO CLIMATE CHANGE:

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

PUBLIC ENGAGEMENT:

Public Engagement was not needed as this report is administrative in nature.

Upon approval of this report, the 2024 meeting dates will be added to the [Town's Municipal Calendar webpage](#) for public access.

INTERNAL CONSULTATION:

The Town Clerk, Town Treasurer, Commissioner of Corporate Services and Chief Administrative Officer were consulted during the creation of the 2024 Council calendar.

FINANCIAL IMPLICATIONS:

This report is administrative in nature and does not have any financial implications.

Reviewed and approved by,

Valerie Petryniak, Town Clerk & Director of Legislative Services

Chris Mills, Chief Administrative Officer