

DECISION/DIRECTION

Title: Amendment – COTW Meetings (Summer Schedule)
Date Prepared: June 26, 2018
Report To: Regular Meeting of Council
Councillor & Lead: Mayor Danny Breen – Governance and Strategic Direction
Ward: N/A

Decision/Direction Required: Seeking approval to amend Council Directive #R2018-05-28/5 to include two additional Committee of the Whole (COTW) meetings to be held on July 11 and August 8, 2018. Both meetings will coincide with the Regular and Special meetings scheduled for this summer.

Discussion – Background and Current Status:

At its Regular Meeting held May 28, 2018 Council approved the summer schedule for its Regular, Special and Committee of the Whole meetings (as per CD #R2018-05/28/5). A copy of the Decision Noted dated May 18, 2018 is attached for reference.

Upon further consideration, it was determined that there should be two additional COTW meeting to coincide with the weeks of Regular and Special.

Key Considerations/Implications:

1. Budget/Financial Implications

- N/A

2. Partners or Other Stakeholders

- Mayor and Council
- Staff
- General Public

3. Alignment with Strategic Directions/Adopted Plans

- A Culture of Cooperation

4. Legal or Policy Implications

- As per Section 39 (1) of the City of St. John's Act

5. Engagement and Communications Considerations

- Work with Communications to communicate this to the public

6. Human Resource Implications

N/A

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7. Procurement Implications

N/A

8. Information Technology Implications

N/A

9. Other Implications

N/A

Recommendations:

It is recommended that Council approve an amendment to Council Directive #R2018-05-28/5 to include two additional Committee of the Whole (COTW) meetings to be held on July 11 and August 8, 2018. Both meetings will coincide with the Regular and Special meetings scheduled for this summer.

Prepared by: Elaine Henley, City Clerk

Approved by: Kevin Breen, City Manager

Attachments: Decision Note dated May 15, 2018

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DECISION/DIRECTION NOTE

Title: Regular, Special and Committee of the Whole (COTW) Meetings – Summer Schedule

Date Prepared: May 15, 2018

Report To: Committee of the Whole

Councillor & Role: Mayor Danny Breen – Governance and Strategic Direction

Ward: N/A

Decision/Direction Required:

Seeking approval from Council to approve the Summer schedule for Regular, Special and Committee of the Whole meetings.

Discussion – Background and Current Status:

As per Section 39(1) of the City of St. John's Act cited below, weekly meetings are not required during the months of July and August.

39. (1) There is to be a meeting of the council for consideration of the general business of the city at least once a week, except during the months of July and August.

Based on the above, the following is the proposed schedule for the weekly Regular and Special meetings of Council:

- Tuesday, July 10, 2018
- Monday, July 23, 2018
- Monday, August 6, 2018
- Monday, August 20, 2018

The weekly Regular and Special meetings will resume on Tuesday, September 4, 2018.

It is further recommended that the Committee of the Whole meet once a month during July and August rather than bi-weekly, as noted below:

- Wednesday, July 25, 2018
- Wednesday, August 22, 2018

The bi-weekly COTW meetings will resume on Wednesday, September 12, 2018.

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Key Considerations/Implications:

- 1. Budget/Financial Implications**
 - N/A
- 2. Partners or Other Stakeholders**
 - Mayor and Council
 - Staff
 - General Public
- 3. Alignment with Strategic Directions/Adopted Plans**
 - N/A
- 4. Legal or Policy Implications**
 - As per Section 39 (1) of the City of St. John's Act
- 5. Engagement and Communications Considerations**
 - The general public to be notified accordingly and the public calendar of events to reflect the change(s)
- 6. Human Resource Implications**
 - N/A
- 7. Procurement Implications**
 - N/A
- 8. Information Technology Implications**
 - N/A
- 9. Other Implications**
 - N/A

Recommendation:

It is recommended that Council approve the proposed summer schedule for Regular, Special and Committee of the Whole meetings for the months of July and August.

Prepared by: Elaine Henley, City Clerk

Approved by: Kevin Breen, City Manager

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