

DECISION/DIRECTION NOTE

Title: City Council Summer Schedule 2025

Date Prepared: April 4, 2025

Report To: Regular Meeting of Council

Councillor and Role: Mayor Danny Breen, Governance & Strategic Priorities

Ward: N/A

Decision/Direction Required:

Seeking Council approval to implement the bi-weekly summer schedule for Regular, Special and Committee of the Whole (CotW) meetings.

Discussion – Background and Current Status:

As per [Section 5 of the Rules of Procedure](#) and 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.

To accommodate the Canada Day Holiday on Tuesday, July 1st, and pending Council approval, the Regular Meeting of Council will take place on Wednesday, July 2nd, 2025.

Based on the above, the following is the proposed summer schedule:

Regular/Special Meetings (bi-weekly)	Committee of the Whole
<ul style="list-style-type: none">Wednesday, July 2, 2025Tuesday, July 15, 2025Tuesday, July 29, 2025Tuesday, August 12, 2025Tuesday, August 26, 2025	<ul style="list-style-type: none">At the call of Council or Senior Executive if deemed necessary.

The regular weekly schedule, alternating Regular and Committee of the Whole, will resume after Labour Day with a meeting of the Committee of the Whole on Tuesday September 2nd, 2025.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A

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2. Partners or Other Stakeholders: St. John's Municipal Council, City Staff, and the General Public.

3. Is this a New Plan or Strategy: No

If yes, are there recommendations or actions that require progress reporting?

If yes, how will progress be reported? (e.g.: through the strategic plan, through Cascade, annual update to Council, etc.)

4. Alignment with Strategic Directions:

An Effective City: Ensure accountability and good governance through transparent and open decision making.

Choose an item.

5. Alignment with Adopted Plans: N/A

6. Accessibility and Inclusion: N/A

7. Legal or Policy Implications: City of St. John's Act, Rules of Procedure By-Law (2024)

8. Privacy Implications: N/A

9. Engagement and Communications Considerations: The summer meeting schedule must be advertised on the City Website and social media streams.

10. Human Resource Implications: N/A

11. Procurement Implications: N/A

12. Information Technology Implications: N/A

13. Other Implications: N/A

Recommendation:

That Council approve the summer schedule for Regular and Special meetings as proposed, with Committee of the Whole (CotW) meetings not being scheduled but rather at the call of Council or Senior Executive should such be deemed necessary.

Prepared by: Jennifer Squires, Legislative Assistant

Approved by: Theresa Walsh, City Clerk

Report Approval Details

Document Title:	Council's Summer Schedule - 2025.docx
Attachments:	
Final Approval Date:	Apr 4, 2025

This report and all of its attachments were approved and signed as outlined below:

Theresa Walsh - Apr 4, 2025 - 10:38 AM