

# DECISION/DIRECTION NOTE

**Title:** Regular, Special and COTW Meetings – Summer Schedule

**Date Prepared:** May 21, 2020

**Report To:** Committee of the Whole

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

**Ward:** N/A

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**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:**

On March 17, 2020, resulting from COVID-19, the COTW meetings were temporarily suspended and the Regular and Special Meetings of Council moved from weekly to bi-weekly. The City is reconvening COTW meetings beginning Wednesday, March 27, 2020 and will continue with bi-weekly meetings of Regular and Special.

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 moving forward, up to and including the summer months.

Regular/Special Meetings	Committee of the Whole Meetings
<ul style="list-style-type: none"><li>Monday, June 8, 2020</li><li>Tuesday, June 23, 2020</li><li>Monday, July 6, 2020</li><li>Monday, July 20, 2020</li><li>Tuesday, August 4, 2020</li><li>Monday, August 17, 2020</li><li>Monday, August 31, 2020</li></ul>	<ul style="list-style-type: none"><li>Wednesday, June 10, 2020</li><li>Wednesday, June 24, 2020</li><li>Wednesday, July 8, 2020</li><li>Wednesday, July 22, 2020</li><li>Wednesday, August 5, 2020</li><li>Wednesday, August 19, 2020</li><li>Wednesday, September 2, 2020</li></ul>

# ST. JOHN'S

**Key Considerations/Implications:**

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders:
  - Council and Staff
  - General Public
3. Alignment with Strategic Directions/Adopted Plans: N/A
4. Legal or Policy Implications:
  - City of St. John's Act
5. Privacy Implications: N/A
6. Engagement and Communications Considerations:
  - Meeting schedule is available publicly
7. Human Resource Implications: N/A
8. Procurement Implications: N/A
9. Information Technology Implications: N/A
10. Other Implications: N/A

**Recommendation:**

That Council approve the proposed summer schedule for Regular, Special and Committee of the Whole (COTW) meetings.

**Prepared and Approved by:** Elaine Henley, City Clerk