



Subject: 2025 Meeting Dates – Council

To: Council

From: Office of the Chief Administrative Officer

Report Number: 2024-218

Meeting Date: November 26, 2024

Recommendation:

That the Office of the Chief Administrative Officer Report 2024-218 be received; and
That the 2025 Council meeting schedule set out in Appendix A be approved.

Purpose:

This report is being brought forward to seek Council's approval on the 2025 Council meeting schedule, as set out in **Appendix A**.

Background:

Section 10.2 of the City of Port Colborne's Procedural By-law 6979/17/22 establishes Council meetings on the second and fourth Tuesday of each month and permits changes with a majority vote of Council.

Discussion:

Appendix A outlines the proposed 2025 Council meeting schedule. This proposed schedule deviates from the Procedural By-law by including a tentative Statutory Public Meeting scheduled on the first Tuesday of each month, rather than the third Tuesday of the month. In the event the Statutory Public meeting is not required, the meeting will be cancelled. The Committee of the Whole – Budget meeting dates being proposed are October 22, 2025, and November 19, 2025, as outlined in **Appendix A**.

Financial Implications:

There are no financial implications.

Public Engagement:

Appendix A, if approved, will be added to the City's website, located on the "Council, Boards and Committees Calendar" page to inform the public and encourage public participation. A copy will also be printed and displayed on the first floor of City Hall to ensure accessibility to the schedule for residents.

Strategic Plan Alignment:

The initiative contained within this report supports the following pillar(s) of the strategic plan:

- Welcoming, Livable, Healthy Community
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Conclusion:

The Clerk's Division is recommending Council approve the proposed 2025 Council meeting schedule.

Appendices:

- a. 2025 Council Meeting Schedule

Respectfully submitted,

Jessica Beaupre
Deputy Clerk

Report Approval:

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final review and approval by the Chief Administrative Officer.