



# ADMINISTRATION/FINANCE & PERSONNEL REPORT

**To:** Council

**Meeting Date:** September 10, 2024

**Prepared by:** Amy Harron  
Deputy Clerk

**Date Prepared:** August 13, 2024

**Subject:** 2025 Council Meeting Schedule

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## **Recommendation:**

That the Council of the Township of Wellesley approve the 2025 Council meeting schedule as presented in report A./F. & P. 27/2024.

## **Summary:**

The purpose of this report is to seek Council's approval of the 2025 Council meeting schedule. Approving an annual meeting schedule supports the legislative process for Council meetings and provides accountability and transparency to the public.

## **Report:**

As required by the Township procedural by-law, prior to the first meeting in each calendar year, Council is required to establish a schedule of all regular Council and Committee of the Whole meeting dates including the date, time and location of the meetings. The meeting schedule will be posted on the Township website upon approval.

The 2024 meeting calendar scheduled a Council meeting on the second Tuesday of each month, and a Committee of the Whole meeting on the fourth Tuesday of each month. This schedule switches in the month of September Committee of the Whole meetings on the second Tuesday of each month, and Council meeting on the fourth Tuesday of each month. The exception to the standard schedule is one meeting per month in the months of July, August and December which will all be Council meetings.

The 2025 meeting calendar is consistent with the 2024 meeting calendar with two exceptions. The first exception is an adjustment to the month of September to avoid a conflict with the annual Wellesley Township Fall Fair. The meetings in the month of September are proposed to fall on the third and fifth Tuesday of the month. The second exception to the meeting calendar is the November 11<sup>th</sup>, 2025 Committee of the Whole meeting that falls on Remembrance Day which is a municipal statutory holiday. This meeting has been scheduled for Tuesday, November 4<sup>th</sup> to remain consistent with the day of the week meetings are scheduled on.

Additional information available on the 2025 meeting calendar includes dates of conferences frequently attended by staff and/or council members and dates of the 2026 proposed budget meetings. More information regarding the budget meetings will be made available in the fall of 2025.

**Township Strategic Plan:**

This report aligns with the initiative of Responsive and Engaging Government Services with the strategic goal of Public Engagement.

**Financial Implications:**

N/A

**Other Department / Agency Comments:**

N/A

**Legal Considerations:**

N/A

**Attachment(s):**

2025 Council Meeting Schedule

**Approved By:**

Rik Louwagie, Chief Administrative Officer

# 2025 SCHEDULE OF MEETINGS

JANUARY						
S	M	TU	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

ROMA Conference January 19-21 Toronto

FEBRUARY						
S	M	TU	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH						
S	M	TU	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	OGRA Mar 30-Apr 2 Toronto				

APRIL						
S	M	TU	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OSUM Apr 30-May 2 Collingwood

MAY						
S	M	TU	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE						
S	M	TU	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Regional All Council Meeting June 13

JULY						
S	M	TU	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST						
S	M	TU	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	AMO Conference August 10-13					

SEPTEMBER						
S	M	TU	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER						
S	M	TU	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER						
S	M	TU	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER						
S	M	TU	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Regional All Council Meeting Dec 19

**COUNCIL - 6:45p.m.**

**COMMITTEE OF THE WHOLE - 5:45p.m.**

**STATUTORY HOLIDAYS**

**BUDGET**