



## DRAFT 2025-2026 COUNCIL AND COMMITTEE MEETING CALENDAR

### RECOMMENDATION

That the September 16, 2025, Office of the City Clerk report OCC03198, be received for information.

#### Report Purpose

**Information only.**

### REPORT

This report provides the draft 2025-2026 Council and Committee meeting calendar in advance of the inaugural City Council meeting after the General Election on October 20, 2025. The report has been prepared based on the nine principles approved at the August 19, 2025, City Council meeting. Additional feedback was received relating to the scheduling of statutory public hearings as two-day meetings in week 3. As a result, public hearings are now scheduled as two one-day meetings in weeks 2 and 3.

#### Draft Calendar

The draft 2025-2026 Council and Committee meeting calendar has been prepared for Council feedback in the following five formats:

- Attachment 1 presents the draft October - December 2025 Council and Committee meeting calendar in a high-level weekly format.
- Attachment 2 presents the draft 2026 Council and Committee meeting calendar in a high-level monthly format.
- Attachment 3 presents the draft 2026 Council and Committee meeting calendar in a detailed weekly format.
- Attachment 4 presents the draft meeting calendar in a monthly format that includes External Boards, Information Sessions, Key Dates and Public Holidays.
- Attachment 5 presents the draft meeting calendar in a weekly format that includes External Boards, Information Sessions, Key Dates and Public Holidays.

At the August 19, 2025, City Council meeting, Council approved nine principles to guide the development of the 2025-2026 Council and Committee calendar. Since the August 19, 2025, City

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Council meeting, additional feedback has been received and incorporated into the draft contained in this report. Specifically, the August 19, 2025 report included a sample three-week rotation that included a two-day City Council Public Hearing in Week 3. Based on feedback, the proposed schedule has been modified to split the two-day public hearing meetings into two single-day meetings, one occurring on the Monday of Week 2, followed by a two-day City Council meeting, and one occurring on Tuesday of Week 3, preceded and followed by a less frequent standing committee meeting.

### **Recess Weeks**

The following recess weeks are included in the draft 2026 Council and Committee meeting calendar:

- January 1 to January 16, 2026 - 2025-2026 winter recess continuation
- March 30 to April 2, 2026 - school spring break
- June 1 to June 5, 2026 - Federation of Canadian Municipalities Annual Conference
- July 9 to August 7, 2026 - summer recess
- November 9 to November 13, 2026 - fall recess
- December 21 to December 31, 2026 - start of 2026-2027 winter recess

### **External Boards, Information Sessions and Key Dates**

Attachment 7 lists external stakeholders consulted as part of the meeting calendar production process. Administration contacted various agencies, boards, commissions and external stakeholders to identify key dates for the 2026 calendar year. However, some have not yet finalized their 2026 schedules. As a result, both confirmed and tentative dates are reflected in the draft 2026 Council and Committee meeting calendar (Attachments 4 and 5).

### **Public and High Holidays**

Public and high holidays for the 2026 calendar year were identified with the assistance of the City's Equity, Diversity and Inclusion team.

## **ATTACHMENTS**

1. October-December 2025 Council and Committee Meeting Calendar - weekly
2. 2026 Council and Committee Meeting Calendar - monthly
3. 2026 Council and Committee Meeting Calendar - weekly
4. 2026 Council and Committee Meeting Calendar - monthly format, including External Boards, Information Sessions, Key Dates and Public Holidays
5. 2026 Council and Committee Calendar - weekly format, including External Boards, Information Sessions, Key Dates and Public Holidays
6. Justification for Thursday and Friday Meetings
7. External Stakeholders Consulted