

Changes to Council Calendar - 2011

Recommendation:

1. That Special City Council meetings for the purposes of strategic planning work be scheduled on:
 - February 1, 2011, 9:30 a.m. – noon
 - March 24, 2011, 9:30 a.m. – noon
 - April 14, 2011, 9:30 a.m. – noon
2. That the Contaminated Gas Stations Task Force meeting dates be changed as follows:
 - January 24, 2011, be moved to January 26, 2011
 - March 7, 2011, be moved to March 9, 2011
 - May 9, 2011, be moved to May 11, 2011
 - June 27, 2011, be moved to June 29, 2011
 - August 22, 2011, be moved to August 24, 2011
3. That a Special Audit Committee meeting be scheduled on February 4, 2011, from 9:30 a.m. – noon for the purpose of reviewing the Audit Committee Bylaw.
4. That Utility Committee meetings be scheduled as follows:
 - February 15, 2011, 9:30 a.m. – noon
 - April 5, 2011, 9:30 a.m. – noon
 - June 16, 2011, 9:30 a.m. – noon
 - November 8, 2011, 9:30 a.m. – noon
 - November 28, 2011, 9:30 a.m. – noon

Report Summary

This report recommends changes to Council and Committee calendar either as a result of

Council/Committee direction or requests from Administration.

Previous Council/Committee Action

At the November 10, 2010, Audit Committee meeting, the following motion was passed:

That the City Clerk work with the Office of the City Auditor to schedule a facilitated session prior to the February 14, 2011, Audit Committee meeting, for the purpose of reviewing and determining any enhancements necessary to the Audit Committee Bylaw in order for the Committee to realize its mandate.

At the June 23, 2010, City Council meeting, the following motion was passed

That the City Manager and City Clerk work together to ensure that Council has an opportunity to provide input into the strategy for affordable housing, including governance, intergovernmental relations and future steps.

At the October 28, 2010, City Council meeting, the following motion was passed:

That Administration prepare a bylaw to create a Utility Committee, including four members of Council for the three-year Council term, and based on the Terms of Reference.

Report

- Attachment 1 lists the changes to Council's 2011 meeting schedule.
- All Council members and non-elected members of Audit Committee have been surveyed to determine the most suitable dates.
- Council's Terms of Reference for the proposed Utility Committee indicate

the Committee is to meet quarterly. Administration has been surveyed to determine suitable dates for this Committee to meet.

- Attachment 2 identifies the anticipated purpose of the already scheduled, non-regular meetings. No motion on the list in Attachment 2 is required.

Justification of Recommendation

1. The Deputy City Manager has asked for three additional Special Council meetings for Council to continue its work on performance measures. All Councillors are available to attend.
2. All members of the Task Force are available to attend the meeting on the proposed dates.
3. All members of Audit Committee can attend the recommended session.
4. If established at the December 10, 2010, City Council meeting, the proposed Utility Committee will meet at least four times per year.

Attachments

1. Summary of Changes to Council Calendar
2. Topics for Schedule non-regular Council meetings.

Others Reviewing this Report

Corporate Leadership Team

Overview of Changes to Council Calendar

Council – Strategic Planning Sessions

New meeting – February 1, 2011, 9:30 a.m. – noon

New meeting – March 24, 2011, 9:30 a.m. – noon

New meeting – April 14, 2011, 9:30 a.m. – noon

Existing meeting – May 3, 2011, 9:30 a.m. – noon

The first of these sessions will be used to review the strategic planning work that has been done to date and reaffirm the approved outcomes and performance measures. In addition, the Diversify Edmonton's Economy outcomes and performance measures will be returned to Council for discussion and approval.

The subsequent three sessions will be used to set initial targets for the performance measures and outcomes that Council has already approved. Administration will provide recommended targets based on current policy, economics, environment, resources and status. These recommended targets will provide a "starting point" and facilitate an understanding of what Administration deems possible. Council will then confirm targets or adjust them based on its priorities, needs and expectations.

Council – Civic Agency Recruitment

At the November 9, 2010 meeting, Council requested that the City Clerk find a time for Council to interview applicants for positions on Edmonton Economic Development Corporation. These interviews will be incorporated into the February 2, 2011, regular Council meeting. A time specific of 3 p.m. will be recommended to Agenda Review Committee.

Contaminated Gas Stations Task Force

<u>Current Date</u>	<u>Recommended Date</u>
January 24, 2011	January 26, 2011
March 7, 2011	March 9, 2011
May 9, 2011	May 11, 2011
June 27, 2011	June 29, 2011
August 22, 2011	August 24, 2011

Members of the Contaminated Gas Stations Task Force asked that the meetings be moved from the same day as Community Services. The only alternative that works for the majority of Committee members is on the same day as Executive Committee. These meetings will commence at 3:30 p.m. and end at 5 p.m.

Audit Committee

New meeting – February 4, 2011 from 9:30 a.m. – noon – which will be a facilitated session to review the Audit Committee Bylaw. The session will be facilitated by Don Cummings and a white paper will be distributed to all of Council and external members prior to the winter recess. All members of Audit Committee are available to attend this meeting.

Utility Committee

At the December 10, 2010, Council meeting, the bylaw to establish a Utility Committee will be presented. If Council passes the bylaw, the Utility Committee will meet at least four times per year.

Recommended Dates:

February 15, 2011, 9:30 a.m. - noon

April 5, 2011, 9:30 a.m. - noon

June 16, 2011, 9:30 a.m. - noon

November 8, 2011, 9:30 a.m. - noon

November 28, 2011, 9:30 a.m. - noon

Administration has recommended two meetings in November for budget and rate deliberations.

Topics for scheduled non-regular Council meetings

At its Inaugural meeting, Council approved seven Council meetings for discussions not related to regular Council business coming from Committees. Below is the list of the topics to be covered at the Council meetings.

	Date of non- Regular Council meeting 9:30 – 5:30	Topic
#1	January 18 Council Chamber	Continuation of ARENA public hearing.
#2	March 1 Heritage Room	Housing – facilitated session Margaret Bateman
#3	May 3 Morning only Heritage Room	Targets for Corporate Performance Measures morning – facilitated session Margaret Bateman *Afternoon may be allocated to another topic
#4	May 17	Topic to be determined
#5	June 21	Topic to be determined
#6	September 13	Topic to be determined
#7	December 13	Topic to be determined