

INFORMATION REPORT

TO:	Chair and Members of the Audit, Finance and Administration Committee
COMMITTEE DATE:	May 2, 2019
SUBJECT/REPORT NO:	Best Practices in Other Municipalities – Council Meeting Times; Breaks and Adjournments (CL19001(a)) (City Wide) (Outstanding Business List Item)
WARD(S) AFFECTED:	City Wide
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SUBMITTED BY:	Janet Pilon Acting City Clerk Office of the City Clerk
SIGNATURE:	

COUNCIL DIRECTION

In consideration of Changing the Time of Council Meetings, Council requested that staff research the times of Council Meetings in other municipalities, the initial report, Report CL19001 provided to Governance Review Sub-Committee contained the best practices in a number of municipalities.

On April 25, 2019 Governance Review Sub-Committee requested that staff report back to the Audit, Finance & Administration Committee on May 2nd, 2019 with a broader list of larger urban municipalities (York/Peel/Kitchener-Waterloo) and their start times for Council meetings, with respect to Breaks and Adjournments to be

INFORMATION

Appendix A depicts the best practices of the municipalities listed in the initial report (CL19001) and a broader list of larger urban municipalities (York/Peel/Kitchener-Waterloo) with respect to their Council meeting times; populations; whether their Council meetings are livestreamed, if they permit delegations at their Council meeting; procedures in place for an adjournment hour (curfew); unfinished business; going beyond the curfew; length of meetings and health breaks.

ATTACHMENTS

Appendix A – Best Practices of Other Municipalities – Council Meeting Times; Breaks and Adjournments.