



STAFF REPORT ACTION REQUIRED

Adjustments to the 2011 Schedule of Meetings to Reflect the Service Review Program and 2012 Budget Process

Date:	April 5, 2011
To:	City Council
From:	City Clerk
Wards:	All

SUMMARY

This report provides the necessary adjustments to the 2011 meeting schedule for Council and its Committees to reflect the Service Review Program and the 2012 Budget process.

RECOMMENDATIONS

The City Clerk recommends that:

1. City Council make the changes to its meeting schedule outlined in Attachment 1 to the report (April 5, 2011) from the City Clerk to accommodate the recommended Service Review Program and 2012 Budget approval process.
2. City Council request the City Clerk to distribute the adjusted schedule to the City's agencies, and special purpose bodies with a request that they:
 - a. avoid scheduling meetings, whenever possible, that conflict with the amended schedule; and
 - b. avoid scheduling public meetings, forums, public consultations and large scale meetings on days of cultural or religious significance as noted in the adjusted schedule.

Implementation Points

The City Clerk will circulate the adjusted meeting schedule as broadly as possible to ensure that Members of Council, staff and agencies are aware of the changes. The revised meeting dates will also be updated on the City's web site at www.toronto.ca/council.

Financial Impact

There is no financial impact from this report.

DECISION HISTORY

The Executive Committee at its March 21, 2011 meeting considered Executive Committee Item EX4.10, headed "Service Review Program, 2012 Budget Process and Multi-Year Financial Planning Process". The Executive Committee requested the City Clerk to report directly to Council with the necessary changes to the meeting schedule to implement the Service Review Program and the 2012 Budget Process. This report responds to that request.

ISSUE BACKGROUND

City Council adopted the 2011 Schedule of Meetings at its First Meeting on December 7 and 8, 2011. Based on the recommended timelines for the Service Review Program and the approval process for the 2012 Capital and Operating Budgets, changes to the schedule are now necessary.

COMMENTS

The proposed changes to the 2011 schedule outlined in Attachment 1 reflect the Executive Committee's recommendations on the Service Review Program and 2012 Budget approval process. The changes include:

- Special Committee meetings in July to consider and hear public presentations on the findings from the Service Review.
- Special meetings of Executive Committee and City Council in September to consider recommendations on the Service Review.
- Approval of the 2012 Rate Supported Capital and Operating Budgets for Solid Waste and Water and Wastewater by the end of November 2011.
- The launch of the balance of the 2012 Capital and Operating Budgets in November, with Budget Committee reviews in December.
- Approval of the balance of the 2012 Capital and Operating Budgets in January 2012.

While every effort has been made to minimize the impact on the existing schedule, it will be necessary to hold Committee meetings on Federation of Municipalities (FCM) Board of Director's dates in September. This will ensure that City Council can complete a full regular Committee/Council cycle in September, in addition to the special meeting to consider the Service Reviews. The months of August and October are unaffected by the proposed adjustments and have been included in Attachment 1 for reference purposes only.

CONTACT

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SIGNATURE

Ulli S. Watkiss
City Clerk

ATTACHMENT

Attachment 1 – Adjustments to 2011 Meeting Schedule