

Township of Southgate

Administration Office

185667 Grey Road 9, RR 1

Dundalk, ON N0C 1B0



Phone: 519-923-2110

Toll Free: 1-888-560-6607

Fax: 519-923-9262

Web: www.southgate.ca

Staff Report CL2021-037

Title of Report: CL2021-037-2022 Council Calendar Options Report

Department: Clerks

Branch: Legislative and Council Services

Council Date: December 1, 2021

Recommendation:

Be it resolved that Council receive Staff Report CL2021-037 for information; and

That Council approve staff's recommendation to start night Council meetings at 6:00 PM beginning in 2022;

OR

That Council provide feedback to staff and discuss options for Council meeting start times for 2022;

That Council consider approval of the 2022 Council/Committee calendar at the December 15, 2021, Council meeting.

Background:

Every year Council approves a Council/Committee Meeting Calendar that sets the date and time for every Council and Committee meeting for the upcoming year. Board's such as the Police Service Board and Library Board set their own dates but are provided on the calendar for consistency.

Staff Comments:

In the hope of returning to in-person meetings in 2022, staff have been looking for ways to improve efficiencies in meetings and are exploring changing the start time of night Council meetings. Currently, the second regular Council meeting begins at 7:00 PM.

Staff have gathered information from the member municipalities in Grey County and provide the following for comparison:

Municipality	First Monthly Meeting Time	Second Monthly Meeting Time
Southgate	9:00 am	7:00 pm
West Grey	9:00 am	6:00 pm
Hanover	7:00 pm	7:00 pm
Grey Highlands	1:00 pm	1:00 pm

Chatsworth	9:30 am	6:30 pm
Georgian Bluffs	5:00 pm	5:00 pm
Owen Sound	7:00 pm	7:00 pm
Meaford	1:00 pm	5:00 pm
Blue Mountains	1:00 pm	1:00 pm

Staff are recommending that the night Council meetings begin earlier than current and are proposing a 6:00 PM start time. We are looking for Council to provide feedback on the 6:00 PM option, or to further discuss other options for the start time of the second monthly meeting prior to bringing back the 2022 Council and Committee calendar for approval.

Financial Implications:

There are no financial implications to the Township as a result of this report.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Concluding Comments:

That Council receive Staff Report CL2021-037 for information and that Council approve a 6:00 PM start time for night meetings or provide direction and feedback on other options for night Council meeting start times for 2022 and that Council consider approval of the 2022 Council/Committee calendar at the December 15, 2021, Council meeting.

Respectfully Submitted,

Dept. Head: *Original Signed By*
Lindsey Green, Clerk

CAO Approval: *Original Signed By*
Dave Milliner, CAO

Attachments: None