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## Report 2024-148

**Report Title:** 2025 Meeting Schedule - County Council and Standing Committee Meetings

**Committee Name:** Corporate Support

**Committee Meeting Date:** November 5, 2024

**Prepared by:** Cheryl Sanders  
Deputy Clerk  
Corporate Services

**Reviewed by:** Maddison Mather  
Manager Legislative Services / Clerk  
Corporate Services

Lisa Ainsworth  
Director  
Corporate Services

**Approved by:** Jennifer Moore, CAO

**Council Meeting Date:** November 20, 2024

**Strategic Plan Priorities:** ☒ Innovate for Service Excellence  
☐ Ignite Economic Opportunity  
☐ Foster a Thriving Community  
☐ Propel Sustainable Growth  
☐ Champion a Vibrant Future

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### Recommendation

**“That** the Corporate Support Committee receive Report 2024-148 ‘2025 Meeting Schedule - County Council and Standing Committee Meetings’ for information, noting that the 2025 Meeting Schedule will be brought forward to the December 18, 2024 County Council meeting for Council’s approval; and

**Further That** the Committee recommend that County Council identify this item for separate discussion at the November 20, 2024 County Council meeting; and

**Further That** the Committee recommend that County Council receive this report for information.”

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## **Purpose**

The purpose of this report is to provide County Council with the proposed 2025 meeting schedule for County Council and Standing Committee meetings.

## **Background**

Each year, the draft annual meeting schedule is brought forward to the November County Council meeting for review. The final annual meeting schedule is then brought forward to the December County Council meeting for approval.

The proposed 2025 meeting schedule follows the same rotation schedule and meeting times / lengths for Standing Committee meetings as the 2024 meeting schedule.

However, staff recommend that no Committee meetings take place on the National Day for Truth and Reconciliation (Tuesday, September 30, 2025) in order to allow Council Members and staff the opportunity to attend National Day for Truth and Reconciliation community events. Committee meetings that fall on this date would be shifted to the Thursday of that Committee cycle.

## **Consultations**

Staff reviewed the 2025 meeting schedule with the Chief Administrative Officer, Director of Corporate Services, the County's Management Operating Committee (MOC), and the Northumberland Clerks and Records Management Group.

## **Legislative Authority / Risk Considerations**

Legislative authority provided by the *Municipal Act, 2001* and the Northumberland County Council Procedural By-law.

There are no risk considerations.

## **Discussion / Options**

N/A

## **Financial Impact**

N/A

## **Member Municipality Impacts**

Efforts are made to ensure that County Council and Standing Committee meetings do not conflict with Member Municipalities' meetings. Thus, County staff reviewed the 2025 Meeting Schedule with the Northumberland Clerks and Records Management Group on August 29, 2024 and October 17, 2024.

## **Conclusion / Outcomes**

Staff recommend that the Corporate Support Committee receive this report for information, noting that the 2025 Meeting Schedule will be brought forward to the December 18, 2024 County Council meeting for Council's approval. Staff also recommend that County Council identify this item for separate discussion at the November 20, 2024 County Council meeting and receive the report for information.

**Attachments**

- 1) Report 2024-148 ATTACH 1 '2025 Meeting Schedule - County Council and Standing Committee Meetings'