



## MUNICIPALITY OF THAMES CENTRE

**REPORT NO.** CLERK-017-23

**TO:** Mayor and Members of Council  
**FROM:** Clerk/Legislative Services Manager  
**MEETING DATE:** December 11, 2023  
**SUBJECT:** 2024 Council Meeting Schedule

### RECOMMENDATION:

**THAT** Report No. CLERK-017-23, 2024 Council Meeting Schedule, be received for information;

**AND THAT** the 2024 Council Meeting Calendar be approved as presented.

### PURPOSE:

The purpose of this report is to propose the Council meeting schedule for 2024 and seek approval of these meeting dates.

### BACKGROUND:

In accordance with Section 5.2 of the Procedural By-law (77-2020 as amended), prior to the first meeting in each calendar year, the Council shall establish a schedule of all regular Council meeting dates for such calendar year.

In accordance with Section 5.2 (c & d) there are two meetings per month, except in July, August and December.

As per Resolution #287-2022, all regular meetings of Council will begin at 5:00 p.m.

In accordance with Resolution #287-2022, two meetings of Council shall be held at the Thorndale Lions Community Centre per year. In 2023, those meetings were held on the first meeting of the month in April and October. This is reflected in the proposed April 15 and October 7 meetings being held at the Thorndale Lions Community Centre in 2024, as noted on the draft calendar.

### COMMENTS:

In developing this calendar, staff considered the dates of Middlesex County Council as well as statutory holidays and annual conferences.



Once the meeting dates for 2024 are approved, these dates will be published on the municipal website.

### **FINANCIAL IMPLICATIONS:**

The financial costs to facilitate and conduct municipal Council meetings are covered through the annual operating budget.

There are additional costs incurred with respect to meetings being held at the Thorndale Lions Community Centre. See below the costs for the two meetings held in 2023, excluding staff time and mileage:

<b>Council Meeting Date</b>	<b>IT Equipment Rental</b>	<b>Tablecloth Rental</b>	<b>Advertising (Signpost)</b>
April 12, 2023	\$503.98	\$84.95	\$234.93
October 16, 2023	\$488.16	\$82.03	\$0

### **STRATEGIC PLAN LINK**

**Pillar:** Smart Planning

### **CONSULTATION:**

Chief Administrative Officer, D. Barrick  
Interim Clerk/Legislative Service Manager, S. Henshaw

### **REFERENCES:**

None.

### **ATTACHMENTS:**

Draft 2024 Council Meeting Schedule

Prepared by: J. Nethercott, Interim Deputy Clerk

Reviewed by: D. Barrick, Chief Administrative Officer