



COUNCIL – AGENDA REPORT

Meeting Date: 29 October 2024
Subject: 2025 Council Calendar
Directorate: City Manager

Issue:

Council is being asked to approve a 2025 Council Calendar to comply with the requirements of s. 193 of the Municipal Government Act and s. 31 and 32 of Procedure Bylaw B-10/2024.

Policy / Council Direction:

The *Municipal Government Act* allows Council to decide on the dates, times and places for regular Council meetings. The *Procedure Bylaw* states that the time and location of regular Council meetings will be established at the Organizational meeting of Council.

Background:

Council is being asked to approve the proposed 2025 Council Calendar. The calendar will be posted in the foyer of City Hall, in each City facility and also on the City's website. Any changes in meeting times or dates are posted in the same locations.

Along with regular Council meetings the calendar also includes statutory holidays.

Council Meetings

Council's practice is to meet on the first and third Tuesday of each month, with the exception of January, July and August. When a Council meeting falls on a statutory holiday, s. 31(2) of the *Procedure Bylaw* states that the meeting will take place on the next business day which is reflected in the proposed calendar. Public Hearings begin at 1:00 p.m.

It should be noted that the proposed calendar follows the 2024 Council Calendar schedule that came into effect on March 18, 2024 when Council endorsed the new Council Governance structure. Budget deliberation days have been included to ensure that these meetings of Council do not have to be added at a later time as special meetings and to provide better notice and transparency to the public.

Council - C

1st and 3rd Tuesday of each month, except January 7, July 15, August 5 and October 21 (due to the Municipal election being held on Monday, October 20).

Organizational Meeting – O

The meeting occurs the 4th Tuesday in October at 2:00 p.m. (Closed meeting precedes at 1:00 p.m.).

Standing Committee – S

These meetings began in April 2024 and occur on the 2nd and 4th Tuesday of each month, except July 22 and August 12 and also October 28 (due to the Municipal election).

Budget Deliberation Meeting – B

These meetings will be Council meetings to deliberate the 2026 Operating and Capital Budgets.

Council Committee Routed Through:

Pursuant to the *Municipal Government Act*, the decision to hold regularly scheduled meetings on specified, dates, times and places is a decision of Council and cannot be delegated to a Council committee.

Administration Recommendation:

That Council approves the 2025 Council Calendar as presented. The approval of the calendar satisfies the requirements of the *Municipal Government Act* and the *Procedure Bylaw*.

Alternatives/Implications:

Council could choose to direct Administration to make any changes they see fit.

Budget Implications:

There are no budget implications.

Communications and Engagement:

The Council Calendar will be posted throughout City of Airdrie facilities and on the City website.

Recommendation:

That Council approves the 2025 Council Calendar, as presented.

Karen Spence
Council Technician

Staff Presenter:	Charlotte Satink
External Presenter:	N/A
Department:	Legislative Services
Reviewed by:	Charlotte Satink, Manager of Legislative Services and IGM
Attachments:	#1: 2025 Council Calendar #2: 2024 Council Calendar