

BRIEFING NOTE

TO: Council

FROM: Fazal Khan, Registrar, CEO

DATE: May 27, 2019

SUBJECT: 8.0 Council Meeting Dates

Background:

There has been a trend in the past three to four years that Council agendas have been very fulsome, often requiring the scheduling of an additional day to accommodate the workload. Coupled with that, there tends to be long durations between the January to May Council and the May to October Council meeting. Conversely, there is a very short period between the December meeting and the following January meeting.

The January meeting was considered essential when as Council was electing its Executive and appointing its committees. Now, with Council doing this in December of the preceding year, there is no urgency for a January meeting to carry out these functions.

For Consideration:

- i) Moving the first Council meeting to the end of February instead of January. The advantages include a shorter duration between the first and second Council meetings of the year.
As well, this gives the Governance Committee more time to prepare the results of the Council Self Evaluation.
- ii) Extending the October and December Council meeting to one and a half days instead of one day based on workload.

Please note that any discussions to move the fall meeting to September need to factor in the lack of accommodations in the Toronto area during this busy tourist period.

Executive Recommendation:

The Executive Committee recommends moving the first Council meeting of the year to the end of February and adding half a day in October and half a day to December.

Action Required:

Discussion on the above points.