

Municipal District of Bonnyville No. 87

Request for Decision (RFD)

Meeting:	Regular Meeting of Council
Meeting Date:	February 28, 2023
Originated By:	Al Hoggan, Chief Administrative Officer
Title:	Scheduling of Regular Council and Committee of the Whole Meetings – Meeting Start Time

PROPOSAL & BACKGROUND

On February 14, 2023 Council approved changing the starting time for Regular Meetings of Council and Committee of the Whole Meetings from 9:00 AM to 1:00 PM as soon as possible. Administration has prepared this report to bring forward the process for this change and a proposed effective date for Council's consideration.

DISCUSSION ON BENEFITS, DISADVANTAGES & OPTIONS

At the October 26, 2022 Organizational Meeting, Council approved scheduling all Regular Council and Committee of the Whole Meetings for 2023 to start at 9:00 AM. On February 14, 2023 Council approved changing this start time to 1:00 PM.

Taking into consideration that agenda items such as Public Hearings and Delegations have already been scheduled for February 28 and March 14, 2023 with a meeting start time of 9:00 AM, Administration is proposing for the new start time of 1:00 PM to be effective for the March 28, 2023 Regular Meeting of Council.

Additionally, Section 193(3) of the *Municipal Government Act* requires notice to be provided to the public of any changes to regularly scheduled meetings. This change will be advertised in accordance with the M.D. Public Notifications Bylaw.

Furthermore, Administration is requesting direction on whether Council would like to also change the start time of the 2023 Organizational Meeting, or keep it as it is currently scheduled. This meeting is currently scheduled for October 24, 2023, starting at 9:00 AM.

REFERENCE TO STRATEGIC PLAN

N/A

REFERENCE TO PROVINCIAL/FEDERAL LEGISLATION

Alberta Municipal Government Act, RSA 2000, c. M-26, Section 193

COSTS & SOURCE OF FUNDING

There will be financial implications to this change for additional advertising of the change as well as unanticipated overtime costs for staff in the event that a meeting runs past regular working hours.

ADMINISTRATION RECOMMENDED ACTION

THAT Council approves the March 28, 2023 Regular Meeting of Council as the effective date for the new meeting start time of 1:00 PM for Regular Council and Committee of the Whole Meetings.

THAT Council directs Administration on how to proceed with the 2023 Organizational Meeting.

COUNCIL OPTIONS

Motion 1

1. THAT Council approves the March 28, 2023 Regular Meeting of Council as the effective date for the new meeting start time of 1:00 PM for Regular Council and Committee of the Whole Meetings.
2. THAT Council approves the ____ (date) ____ Regular Meeting of Council / Committee of the Whole Meeting as the effective date for the new meeting start time of 1:00 PM for Regular Council and Committee of the Whole Meetings.

Motion 2

1. THAT Council approves changing the start time for the 2023 Organizational Meeting on October 24, 2023 from 9:00 AM to ____ AM/PM.
2. THAT Council maintains the scheduled start time of 9:00 AM for the 2023 Organizational Meeting on October 24, 2023.
3. THAT Council approves re-scheduling the 2023 Organizational Meeting from Tuesday, October 24, 2023 to ____ (date) ____, commencing at ____ (time) ____ AM/PM in Council Chambers.

Report Approval Details

Document Title:	Scheduling of Regular Council and Committee of the Whole Meetings - Feb 28, 2023.docx
Attachments:	
Final Approval Date:	Feb 23, 2023

This report and all of its attachments were approved and signed as outlined below:

No Signature - Task assigned to Stephanie Severin was completed by workflow administrator Colleen McNeil

Stephanie Severin