



Administrative Report

Office of the Director, Legislative and Community Services/Clerk

To: Warden MacDonald and Members of Essex County Council

From: Mary Birch
Director, Legislative and Community Services/Clerk

Date: Wednesday, September 20, 2023

Subject: Approval of the 2024 Essex County Council Meeting Schedule

Report #: 2024-0920-LCS-R22-MB

Purpose

To seek approval from County Council for the 2024 Essex County Council Meeting Schedule.

Background

Sections 2, 3 and 4 of the County of Essex Procedure By-law Number 2022-31, set out procedures regarding County Council meetings.

Discussion

In accordance with Sections 2, 3 and 4 of the County of Essex Procedure By-law Number 2022-31, the County Council Meeting Schedule for 2024 is proposed in Appendix 'A'.

For the months of July and August, only one meeting per month has been scheduled. Regular meetings of County Council are scheduled on the first and third Wednesday of each month unless otherwise specified.

Regular County Council Meetings will commence at **6:00 PM** and will be held in the County Council Chamber located at the Essex Civic Centre, 360 Fairview Ave. W., Essex, Ontario N8M 1Y6 or if deemed necessary, will be virtual meetings.

The proposed meeting scheduled is as follows:

Mary Birch, Director, Legislative and Community Services/Clerk
Corporation of the County of Essex, 360 Fairview Ave. W., Essex, ON N8M 1Y6
Phone: 519-776-6441, ext. 1335; Email: mbirch@countyofessex.ca

January 10, 2024 – Budget Meeting – 4:00 PM *
January 17, 2024 (Regular meeting or additional Budget Meeting if required.)
February 7, 2024
February 21, 2024
March 6, 2024
March 20, 2024
April 3, 2024
April 17, 2024
May 1, 2024**
May 15, 2024
June 5, 2024**
June 19, 2024
July 17, 2024***
August 14, 2024***
September 4, 2024
September 18, 2024
October 2, 2024
October 16, 2024
November 6, 2024
November 20, 2024
December 4, 2024 – Budget Meeting – 4:00 PM
December 18, 2024 (Regular meeting or additional Budget Meeting if required.)

*January 10, 2024 Budget Meeting is scheduled for the second Wednesday.

** Potential scheduling conflict due to conference attendance for some.

***Only one meeting is scheduled for the months of July and August. The August meeting is scheduled for the second Wednesday of the month, due to a conflict with AMO.

Financial Implications

There are no additional financial implications for the proposed meeting schedule, outside of what is forecasted for the 2024 Budget for regular meetings of Council.

Consultations

There were no consultations required during the drafting of this report.

Recommendation

That Essex County Council receive the report 2023-0920-LCS-R22-MB, Approval of the 2024 Essex County Council Meeting Schedule, and approve the meeting dates as outlined in Appendix A attached to the report for the year 2024.

Approvals

Respectfully Submitted,

Mary Birch

Mary Birch, Director, Legislative and Community Services/Clerk

Concurred With,

Sandra Zwiers

Sandra Zwiers, MAcc, CPA, CA, Chief Administrative Officer

Appendix	Title
A	Proposed 2024 Essex County Council Meeting Schedule