



## The Corporation of the Township of Huron-Kinloss

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### Staff Report

**Report Title: Council Calendar Conference Impacts**

**Date: Apr. 3, 2024**

**Report Number: CLK-2024-04-15**

**Department: Legislative Services**

**File Number: C11 CLK 24**

**Prepared By: Jennifer White, Manager of Legislative Services/Clerk**

**Attachments: None**

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#### **Recommendation:**

THAT the Township of Huron-Kinloss Committee of the Whole hereby receive for information Report CLK-2024-04-15 as prepared by Jennifer White, Manager of Legislative Services/Clerk;

AND FURTHER THAT the 2024 regular meeting schedule be amended to remove the Council meeting of August 19, 2024.

#### **Background:**

Members of Council are attending the Association of Municipalities of Ontario (AMO) conference in Ottawa, August 18 through 21. As six members of Council are now scheduled to attend the conference, enough members will not be available to form quorum for the August 19<sup>th</sup> meeting of Council.

#### **Discussion/Analysis/Overview:**

The Township's Professional Development and Expense Policy was passed as By-law No. 2019-166 and amended by By-law No. 2022-137. The policy supports the training and development of members of Council as necessary and valuable. Each member of Council is entitled to attend two conventions in the Province in any year.

This year, the Association of Municipalities of Ontario (AMO) conference is being held in Ottawa between August 18 and 21. This timing overlaps the regularly scheduled Council meeting of August 19, 2021. As six members of Council are now registered according to the Policy for the AMO conference, and insufficient number remain to form quorum for the meeting of Council.

Staff have concerns with the logistics of having most members of Council attend electronically for this meeting. Therefore, Staff are recommending that the regular meeting of August 19, 2021 be removed from the schedule of meetings, and notice provided per the Procedural By-law.

Staff will schedule matters to be considered by Council at the August 12<sup>th</sup> regularly scheduled meeting, instead. Should an urgent matter require attention prior to the September 4<sup>th</sup> Committee of the Whole meeting, or the September 9<sup>th</sup> meeting of

Council, the Mayor may according to the Procedure By-law call a special meeting if required.

**Financial Impacts:**

Council conferences and remuneration are included in the operating budget.

**Performance Measurement:**

Not applicable.

**Strategic Area:**

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|---|--|
| <input type="checkbox"/> Embrace a thriving rural lifestyle | <input checked="" type="checkbox"/> Enhance Municipal Service Delivery |
| <input type="checkbox"/> Prepare for Inclusive Growth       | <input type="checkbox"/> Ensure Financial Stability                    |

**Strategic Goal: Not applicable**

**Respectfully Submitted By:**

Jennifer White, Manager of Legislative Services/Clerk

**Report Approved By:**

Jodi MacArthur, Chief Administrative Officer