

MEETING DATE: September 30, 2002

SUBJECT: 2002 Commission Meeting Schedule - December Meeting Date

RECOMMENDATION

It is recommended that the Commission:

1. Maintain its current 2002 meeting schedule and that the December 18, 2002 meeting take place as scheduled.

OR

2. Amend its current 2002 meeting schedule by striking out the Wednesday, December 18, 2002 date and replacing in lieu thereof **one** of the following dates:

Monday, December 9, 2002

Tuesday, December 10, 2002

Wednesday, December 11, 2002

DISCUSSION

At its meeting on Wednesday, August 28, 2002, the Commission adopted a motion requesting staff to explore potential alternate dates for the December 18, 2002 Commission meeting and that a report on this matter be brought forward at the next meeting.

In response to this request a further review was undertaken using alternate dates at the beginning of December and January. The results of this review are as follows:

ALTERNATE DATES	COMMENTS
December 2, 2002	Conflicts with a Planning & Transportation Committee meeting that will be discussing the New City of Toronto Official Plan. Three members of the Commission (Disero, Flint, and Moscoe) sit on the P&T Committee.
December 3, 2002	Conflicts with Budget Launch of the Policy & Finance and Budget Advisory Committees. Commissioners Shiner, Shaw and Kelly are all members of the P&F Committee with Commissioner Shiner also a member of the Budget Advisory Committee.
December 4 - 6, 2002	Conflicts with FCM meetings and Budget Advisory Committee

	review of budget submissions from ABC's. Budget review impacts Commissioner Shiner and TTC staff depending on when TTC budgets are considered.
ALTERNATE DATES	COMMENTS
December 9 - 13, 2002	<p>Standing Committee meetings are scheduled for the entire week. Conflicts exist as follows:</p> <p>Economic Development & Parks - Commissioner Kelly</p> <p>Works - Commissioner LiPreti</p> <p>Community Services - Commissioner Shaw</p> <p>Administration - Commissioner Miller</p> <p>- Commissioner Ashton</p> <p>Planning & Transportation - Chair Disero</p> <p>- Commissioner Flint</p> <p>- Commissioner Moscoe</p>
December 23 - 27	Week of Christmas holidays
December 30 - January 3	Week of New Years holidays
January 6	Orthodox Christmas
January 7 - 10	Standing Committee meetings are scheduled for the remainder of the week, which create the same conflicts as noted earlier in the table. Also creates a seven-week gap between meetings, which leads to an increased number of informal approvals outside of the formal Commission meeting process.

As part of this review, the Commission was also canvassed to re-assess their availability for the currently scheduled meeting on December 18th. Results of this canvass indicate that all the Commissioners are available with the exception of Commissioner Shiner.

While every effort is made to coordinate with the city schedule and to minimize the number of conflicts that occur between City and Commission meetings, there are times when this is not possible. Given the multitude of meetings in early December and January, there are no dates that will avoid a conflict. However, if the Commission still wishes to pursue a change from December 18th, the best alternate dates would be

December 9th, December 10th or December 11th where only one Commissioner is impacted by the conflict in meetings. It should also be noted that if one of these alternate dates were selected, it would be necessary to hold the meeting at 1900 Yonge Street due to the unavailability of our regular meeting room at Toronto City Hall. Cancellation of the December meeting is also not a preferred option, as this would leave a nine-week gap between the November 20th meeting and the first meeting in January, which is expected to be held on Friday, January 24, 2003.

JUSTIFICATION

Retention of a December meeting keeps a reasonable timeframe between meetings and keeps the necessity of obtaining interim approvals outside of the formal Commission meeting process to a minimum

September 9, 2002

1-16