

To: David Creery, Chief Administrative Officer

From: Jeff Bunn, Manager of Legislative Services/Deputy City Clerk

Re: 2025 Regular Council Meeting Schedule

AIM

To seek direction from Council with respect to the 2025 Regular City Council meeting dates for July, August and December, and January 2026.

BACKGROUND

The Regular City Council Meeting Schedule is set annually to plan appropriately for the upcoming year. This report sets to establish the dates for Regular City Council Meetings in 2025, in accordance with the applicable provisions of section 16.6.8 of Municipal Code Chapter 16 – Procedure (the “Procedure By-law”).

Generally, the City sets its schedule following the establishment of the County meeting schedule to ensure that the Mayor and County Councillors, can attend those meetings. In accordance with section 16.6.8 of the Procedure By-law, a resolution of Council is required to establish the meeting dates for January, July, August and December.

Past practice at the City of Woodstock has been to hold only one Regular Council meeting during these months, at 7:00 p.m. during the same week as County Council, where applicable.

COMMENTS

County staff have confirmed the following meeting dates have been adopted by County Council for 2025:

- Wednesday, July 9
- Wednesday, August 13, and,
- Wednesday, December 10

As such, in keeping with past practices, the following meeting dates are proposed for Woodstock City Council in 2025:

- Thursday, July 10 at 7:00 p.m.
- Thursday, August 14 at 7:00 p.m. and,
- Thursday, December 11 at 7:00 p.m.

With respect to January 2026, staff propose that the Regular City Council meeting be scheduled for Thursday, January 15 at 7:00 p.m.

Further, the proposed dates for 2025 July, August, December, and January 2026, Committee of Adjustment and Planning meetings (if required) are:

- Monday, July 7, 2025

- Monday, August 11, 2025
- Monday, December 8, 2025 and,
- Monday, January 12, 2026

Similarly, in keeping with past practices, the Committee of Adjustment meeting would be scheduled for 6:00 p.m. and the Planning meeting at 7:00 p.m..

If approved, the 2025, and January 2026 Regular Council Meeting schedule will be posted online as part of the Council Calendar, as outlined in the 2025 City Council Meeting Schedule attached to this Report (Attachment 1).

RECOMMENDATION

That the Woodstock City Council meeting dates for the months of July, August and December 2025 and January 2026 be scheduled for 7:00 p.m. on the following dates:

- Thursday, July 10, 2025
- Thursday, August 14, 2025
- Thursday, December 11, 2025 and,
- Thursday, January 15, 2026.

Authored by: Jeff Bunn, Manager of Legislative Services/Deputy City Clerk

Approved by: Amy Humphries, Deputy Chief Administrative Officer/City Clerk

Approved by: David Creery, Chief Administrative Officer



City Council Meeting Schedule

January

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1:30 p.m. Council Meeting

7:00 p.m. Council Meeting