

**To: David Creery, Chief Administrative Officer**

**From: Lisa Salomon, Council Services Clerk**

**Re: 2026 Regular Council Meeting Schedule**

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**AIM**

To seek direction from Council with respect to the 2026 Regular City Council meeting dates for July, August and December, and January 2027.

**BACKGROUND**

The Regular City Council Meeting Schedule is set annually to plan appropriately for the upcoming year. This report seeks to establish the dates for Regular City Council Meetings in 2026, 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 Oxford 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 2026:

- Wednesday, July 8
- Wednesday, August 12, and,
- Wednesday, December 9

As such, in keeping with past practices, the following meeting dates are proposed for Woodstock City Council in 2026:

- Thursday, July 9 at 7:00 p.m.
- Thursday, August 13 at 7:00 p.m. and,
- Thursday, December 10 at 7:00 p.m.

With respect to January 2027, staff propose that the Regular City Council meeting be scheduled for Thursday, January 14 at 7:00 p.m.

Further, the proposed dates for July, August, and December 2026, and January 2027, Committee of Adjustment and Planning meetings (if required) are:

- Monday, July 6, 2026
- Monday, August 10, 2026
- Monday, December 7, 2026 and,
- Monday, January 11, 2027

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.

In accordance with the Procedure By-law, the inaugural meeting for the 2022 – 2026 term of Council will be held on November 16<sup>th</sup>, 2026, at 7:00 p.m. Given this is also the scheduled time for a Committee of Adjustment and Planning meeting, it is recommended that both the Committee of Adjustment and Planning meetings be moved to Tuesday, November 17<sup>th</sup>, 2026. For additional clarity, under Section 44(4) of the *Planning Act*, members of the Committee of Adjustment continue in their roles until Council appoints a successor. The current appointments were confirmed by Council on December 15, 2022.

If approved, the 2026 and January 2027 Regular Council Meeting schedule will be posted online as part of the Council Calendar, as outlined in the 2026 City Council Meeting Schedule attached to this Report (Attachment 1).

## **ATTACHMENTS**

Attachment 1 – 2026 City Council Meeting Schedule

## **RECOMMENDATION**

That the Woodstock City Council meeting dates for the months of July, August and December 2026 and January 2027 be scheduled for 7:00 p.m. on the following dates:

- Thursday, July 9, 2026
- Thursday, August 13, 2026
- Thursday, December 10, 2026 and,
- Thursday, January 14, 2027;

And further that the Committee of Adjustment meeting and the Planning meeting scheduled for Monday, November 15, 2026 be rescheduled to Tuesday, November 16, 2026, due to the 2022 – 2026 term of Council inaugural meeting.

*Authored by: Lisa Salomon, Council Services Clerk*

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

*Approved by: David Creery, P. Eng, MBA, Chief Administrative Officer*