

**COMMUNICATION 130209**

Received From: Stacey Blair, Clerk  
Addressed To: Committee of the Whole  
Date: November 12, 2019  
Topic: Council and Committee Calendar 2020

**SUMMARY**

In accordance with the Town's Procedural By-law 117-2018, staff has prepared a draft 2020 Council/Committee Calendar for consideration.

**DISCUSSION**

Staff has prepared a draft Council/Committee of the Whole Calendar for 2020. The meeting dates that are being suggested have been chosen in consideration with other Council commitments. Where feasible, Carleton Place meetings are proposed for the second and fourth Tuesdays. Where this differs is for the most part due to other events taking place such as conferences or holidays.

The Town will advertise its meetings in Municipal Matters and on the Town's website as well as posting a copy of the Council/Committee calendar on the website.

**STAFF RECOMMENDATION**

**THAT** the 2020 Council/Committee of the Whole Calendar be approved as presented.