



City Manager's Department

Memorandum

TO: Members of Council **FILE:**

FROM: Jeff Walters, Manager – Legislative Services and Deputy City Clerk

DATE: 03/12/2026 (mm/dd/yyyy)

SUBJECT: Establishment of a Special Committee of the Whole – March 31, 2026

MEETING & DATE: City Council - 03/17/2026 (mm/dd/yyyy)

In accordance with Procedural By-law 217-2025, a calendar of meetings must be reviewed and approved by Council in advance of a calendar year. The 2026 Calendar of Meetings was ratified at the July 15, 2025 City Council meeting.

Establishment of a Special Committee of the Whole is required based on feedback from the February 17, 2026 City Council meeting, to establish a meeting to receive information on Designated Encampment Sites and the Use of Public Spaces By-law. This meeting takes place outside of the regular meeting schedule.

The following recommendation is presented for Council's consideration:

WITH RESPECT to the Memorandum from Jeff Walters, Manager – Legislative Services and Deputy City Clerk, dated March 12, 2026, we recommend that a Special Committee of the Whole meeting be established on Tuesday, March 31, 2026 to commence at 6:30 p.m.;

AND THAT the 2026 Calendar of Meetings be updated accordingly;

AND THAT any necessary by-laws be presented to City Council for ratification.