

Public meetings are held on the first and third Tuesdays of each month in the Council Chambers of City Hall, at which time Council administers the business affairs of the City through the various committees and departments it has established. Please refer to the [attached schedule](#) for details. Through this network of public departments, Council directs a full complement of community services including administration, fire and security, water and pollution control, public works and engineering, planning and economic development, and recreational services.

According to the *Municipal Act, 2001*, all municipal council and local boards, with some exception, must hold meetings that are open to the public with the exception of a few specific matters. Section 239 of the *Municipal Act, 2001* permits closed meetings of City Council, a local board or a committee of either, if the subject matter being considered is:

- i. The security of the property of the municipality or local board;
- ii. Personal matters about an identifiable individual, including municipal or local board employees;
- iii. A proposed or pending acquisition or disposition of land by the municipality or local board;
- iv. Labour relations or employee negotiations;
- v. Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- vi. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- vii. A matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act.

Further, meetings of City Council, a local board or a committee of either may be closed to the public if:

1. The meeting is held for the purpose of educating or training the Members;
2. At the meeting, no Member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the Council, local board or Committee.

A Meeting shall also be closed to the public if the subject matter relates to the consideration of a request under the *Municipal Freedom of Information and Protection of Privacy Act*, as amended or replaced from time to time.

In order to close a meeting to the public, City Council or the local board must state by resolution that a closed meeting will be held and state the general nature of the matter to be considered at the closed meeting. City Council and local boards are also required to record, without comment, all resolutions and other proceedings of both open and closed meetings.