



Item .....
Meeting ..... 2018 November 26

## COUNCIL REPORT

**TO:** CITY MANAGER

**DATE:** 2018 November 20

**FROM:** CITY CLERK

**SUBJECT: 2019 MEETING SCHEDULES FOR COUNCIL, PUBLIC HEARINGS, BOARDS, COMMITTEES AND COMMISSIONS**

**PURPOSE:** To set the 2019 meeting dates for Regular Council, Public Hearings, and Boards, Committees and Commissions.

### RECOMMENDATIONS:

1. **THAT** Council approve the 2019 meeting schedules and start times for Council (*Appendix 'A'*), Public Hearings (*Appendix 'B'*), and Boards, Committees and Commissions (*Appendix 'C'*).
2. **THAT** Council receive for information the 2019 meeting schedule for the Public Library Board (*Appendix 'D'*) and the Burnaby Parks, Recreation and Culture Commission meetings (*Appendix 'E'*).

### REPORT

Section 127 of the *Community Charter* requires Council to adopt a schedule of Regular Council meetings. This report recommends a schedule of Regular Council meetings, as well as Public Hearings, and Boards, Committees and Commissions.

The Simon Fraser Liaison Committee and the International Relations and Friendship Cities Committee meet as required (at the Call of the Chair), and therefore are not included in the attached meeting schedule.

Changes of note, as outlined in the attached Appendices, include:

- Council meeting start time changed from 7:00 p.m. to 6:00 p.m.
- Public Hearing meeting start time changed from 7:00 p.m. to 6:00 p.m.
- Standing Committees of Council start time changed from 5:30 p.m. to 5:00 p.m.

A report regarding the Burnaby Procedure Bylaw will be brought before Council for consideration in the near future, and will include updates to the meeting start times in addition to other recommended changes. A bylaw amendment is not required at this

time to change the start times of the meetings as per Section 7(2) of the Burnaby Procedure Bylaw, Bylaw No. 11714.

Upon adoption of the meeting schedules, Section 94(2)(a) and (b) of the *Community Charter* requires that public notice of the Regular Council meeting schedule be published in a newspaper, once each week for two consecutive weeks.

It is recognized that adopting this report does not preclude Council or a Committee from adopting future resolutions or at the discretion of the Chair to add, cancel or change meeting dates, times and/or venues if and when required.

## **POLICY SECTION**

### **Goal**

- A Connected Community
  - Digital connection –  
Provide online access to core City services and information
- An Inclusive Community
  - Create a sense of community –  
Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Healthy Community
  - Community involvement –  
Encourage residents and businesses to give back to and invest in the community
- A Thriving Organization
  - Communication –  
Practice open and transparent communication among staff, Council and the community



Kate O'Connell  
CITY CLERK

Copy: City Manager  
Director Corporate Services  
Director Engineering  
Director Finance  
Director Parks, Recreation & Cultural Services  
Director Planning & Building  
Director Public Safety & Community Services

Fire Chief  
OIC, RCMP  
Director HR  
Chief Librarian  
Chief Information Officer  
City Solicitor

**APPENDIX 'A'**  
**2019 REGULAR COUNCIL MEETING SCHEDULE**

**(6:00 p.m. in the Council Chamber)**

January	28	July	08 29
February	11 25	August	No meeting scheduled
March	11 25	September	09 16
April	08 29	October	07 28
May	13 27	November	04 18
June	10 24	December	02 16

**APPENDIX 'B'**  
**2019 PUBLIC HEARINGS SCHEDULE**  
**(6:00 p.m. in the Council Chamber)**

January	29	July	30
February	26	August	<i>No meeting scheduled</i>
March	26	September	17
April	30	October	29
May	28	November	19
June	25	December	10

**APPENDIX 'C'**  
**2019 BOARDS, COMMITTEES AND COMMISSIONS MEETINGS SCHEDULE**

**Audit Committee**

**(5:00 p.m. - Council Committee Room)**

April 16

**Board of Variance**

**(6:00 p.m. - Council Chamber)**

January 10

February 07

March 07

April 04

May 02

June 06

July 04

August *No meeting scheduled*

September 05

October 03

November 07

December 05

**Community Heritage Commission**

**(6:00 p.m. - Council Committee Room)**

February 07

April 04

June 06

September 05

November 07

**Financial Management Committee**

**(5:00 p.m. - Clerk's Committee Room)**

January 22

February 19

March 19

April 24

May 21

June 18

September 10

October 22

November 12

**Planning and Development Committee**

**(5:00 p.m. - Council Committee Room)**

January	29	June	25
February	26	September	17
March	26	October	29
April	30	November	19
May	28	December	10

**Public Safety Committee**

**(6:00 p.m. - Council Chamber)**

January	16	July	16
March	05	October	01
May	07	November	13

**Sustainable City Advisory Committee**

**(6:00 p.m. - Council Chamber)**

February	05	September	04
April	02	November	05
June	04		

**APPENDIX 'D'**  
**2019 BURNABY PUBLIC LIBRARY BOARD MEETING SCHEDULE**  
***(7:00 p.m. - Bob Prittie Metrotown Library unless otherwise noted)***

January	17	July	18
February	21	<i>No Meeting in August</i>	
March	21	September	19 <i>(Tommy Douglas Library)</i>
April	18	October	17
May	16 <i>(McGill Library)</i>	November	21
June	20 <i>(Cameron Library)</i>	December	12

*\*Schedule approved by the Burnaby Public Library Board on 2018 September 20*

**APPENDIX 'E'**  
**2019 BURNABY PARKS, RECREATION AND CULTURE COMMISSION**  
**MEETING SCHEDULE**

***(7:00 p.m. - Council Committee Room and Council Chamber unless otherwise noted)***

January	23	July	23
February	12 <i>(Edmonds Community Centre)</i>	<i>No Meeting in August</i>	
March	12	September	10
April	09	October	15 <i>(Shadbolt Centre for the Arts)</i>
May	14 <i>(Bonsor Recreation Centre)</i>	November	12
June	11	December	03

***\*Schedule approved by the Parks, Recreation and Culture Commission on 2018 November 21***