



Item
Meeting..... 2020 August 24

Council REPORT

TO: CITY MANAGER **DATE:** 2020 August 21

FROM: ACTING CITY CLERK

**SUBJECT: MEETING SCHEDULE AND PROCEDURES UP TO
2020 DECEMBER 31**

PURPOSE: To seek Council approval to extend 5:00 p.m. meeting start time for Council, Public Hearing, and Select Committee, Commission and Board meetings, and existing meeting procedures until 2020 December 31.

RECOMMENDATIONS:

1. **THAT** Council meetings scheduled between 2020 September 01 to December 31 be held at 5:00 p.m. in the Council Chamber.
2. **THAT** Public Hearings scheduled between 2020 September 01 to December 31 be held at 5:00 p.m. electronically as authorized by the Ministerial Order M192/2020, and in accordance with Section 465(3) of the Local Government Act.
3. **THAT** the Select Committees (Environment, Public Safety, Social Planning and Traffic Safety), Commissions (Community Heritage and Parks, Recreation and Culture) and Board of Variance meetings scheduled between 2020 September 01 to December 31 be held at 5:00 p.m. in the Council Chamber.
4. **THAT** the Community Heritage Commission scheduled for 2020 November 05 be rescheduled to November 12 at 5:00 p.m. in the Council Chamber.
5. **THAT** the Public Hearings and all Select Committee, Commission and Board of Variance meetings scheduled between 2020 September 01 to December 31 be broadcasted on the City's website for public viewing.
6. **THAT** all closed agenda items arising between 2020 September 01 and December 31 be sent directly to Council, with the exception of closed items to be considered by the Burnaby Public Library Board.

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7. **THAT** a copy of this report be sent to all Select Committee, Commission and Board of Variance members and/or organizational representatives for information.

REPORT

1.0 INTRODUCTION

This report is seeking Council approval to extend 5:00 p.m. start time for Council, Public Hearing and Select Committees, Commissions, and Board of Variance meetings, and existing meeting procedures until 2020 December 31.

2.0 POLICY SECTION

This report aligns with the following goals and sub goals of the Corporate Strategic Plan:

Goals

- A Safe Community
 - Community amenity safety –
Maintain a high level of safety in City buildings and facilities for the public and City staff
- A Connected Community
 - Digital connection –
Provide online access to core City services and information
- A Healthy Community
 - Healthy life –
Encourages opportunities for healthy living and well-being
- A Thriving Organization
 - Communication –
Practice open and transparent communication among staff, Council and the community
 - Technology and innovation –
Support technology development and innovation to empower staff and to advance community objectives

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3.0 BACKGROUND

On 2020 May 11, Council adopted *New Procedures for Conducting Public Hearings under Ministerial Order M139/2020* report proposing new procedures to allow Public Hearings to be conducted electronically.

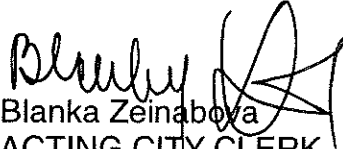
On 2020 May 25, Council adopted *New Procedures for Conducting Select Committee, Commission, and Board of Variance Meetings* report, proposing the schedule and procedures for the resumption of Select Committees, Commissions and the Board of Variance meetings as of 2020 June 01. The report outlined procedures for member participation (in-person and electronic), public's participation (in-person, electronic, written correspondence and phone), live streaming, and processing of closed materials typically reviewed by a Select Committee, Commission or Board of Variance. This approval was in effect until July 2020.

On 2020 June 22, Council adopted *Delegations to Council, Committee, Commission and Board Meetings* report, providing information on the Ministerial Order M192/2020 and guidelines for receiving delegations, and seeking Council approval of delegation procedures.

On 2020 August 13, Provincial Government issued *Guidance for Open Meetings, Electronic Meetings and Timing Requirements for Bylaw Passage under Ministerial Order M192/2020*. Staff are reviewing the guidelines, and will provide an update to Council in 2020 September.

4.0 EXTENSION OF MEETING SCHEDULE AND PROCEDURES

It is recommended that Council approve extension of 5:00 p.m. meeting start time for Council, Public Hearing, Select Committee, Commission and Board meetings, and existing meeting procedures until 2020 December 31. Staff will provide an update to Council on the latest Provincial guidelines pertaining to Open meetings, electronic participation and timing requirements for adoption of bylaws in a forthcoming report.


Blanka Zeinabova
ACTING CITY CLERK

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Copied to: Director Corporate Services
Director Engineering
Director Finance
Director Parks, Recreation and
Cultural Services

Director Planning and Building
Director Public Safety and Community Services
Chief Librarian
City Solicitor