

TO: CHIEF ADMINISTRATIVE OFFICER **DATE:** 2022 October 28

FROM: SR. MANAGER LEGISLATIVE
SERVICES

SUBJECT: **2023 MEETING SCHEDULES FOR COUNCIL, PUBLIC HEARINGS,
BOARDS, COMMITTEES AND COMMISSIONS**

PURPOSE: To set the 2023 meeting dates for Council, Public Hearings, Boards,
Committees and Commissions.

RECOMMENDATIONS:

1. **THAT** Council approve the 2023 meeting schedules for Council (*Appendix A*), Public Hearings (*Appendix B*), and Boards, Committees and Commissions (*Appendix C*).
2. **THAT** Council approve a 5:00 p.m. start time for Council meetings and Public Hearings in 2023.
3. **THAT** Council receive the 2023 meeting schedules for the Public Library Board (*Appendix D*) and the Burnaby Parks, Recreation and Culture Commission (*Appendix E*) for information.

REPORT**BACKGROUND**

Section 127 of the *Community Charter* requires Council to adopt a schedule of Council meetings. The purpose of this report is to recommend a schedule of 2023 Council meetings, as well as Public Hearings, Boards, Committees and Commissions for Council's consideration.

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.

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

It is recognized that adopting the recommendations in this report does not preclude Council or a Board, Committee, or Commission 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

The proposed schedules align with the goals and sub-goals of the City's Corporate Strategic Plan.

RECOMMENDATION

It is recommended that Council approve the 2023 meeting schedules for Council, Public Hearings, Boards, Committees and Commission, and receive the 2023 meeting schedules for the Public Library and the Burnaby Parks, Recreation and Culture Commission for information.



Blanka Zeinabova

SR. MANAGER LEGISLATIVE SERVICES

Copy: Deputy Chief Administrative Officer / CFO
GM Community Safety
GM Corporate Services
Acting GM Engineering
GM Lands & Facilities
GM Parks, Recreation & Cultural Services
GM Planning & Development
Fire Chief
OIC, RCMP
Chief Human Resources Officer
Chief Librarian
Chief Information Officer
City Solicitor

APPENDIX A
2023 REGULAR COUNCIL MEETINGS SCHEDULE
(5:00 p.m. in the Council Chamber)

| | | | |
|----------|----|-----------|----|
| January | 23 | July | 10 |
| | | | 24 |
| February | 06 | August | 28 |
| | 27 | | |
| March | 13 | September | 11 |
| | 27 | | 25 |
| April | 03 | October | 16 |
| | 24 | | 30 |
| May | 08 | November | 06 |
| | 29 | | 20 |
| June | 12 | December | 04 |
| | 19 | | 11 |

APPENDIX B
2023 PUBLIC HEARINGS SCHEDULE
(5:00 p.m. – Council Chamber)

| | | | |
|----------|----|-----------|----|
| January | 31 | July | 25 |
| February | 28 | August | 29 |
| March | 28 | September | 26 |
| April | 25 | October | 31 |
| May | 30 | November | 28 |
| June | 27 | December | 12 |

APPENDIX C
2023 BOARDS, COMMITTEES AND COMMISSIONS MEETINGS SCHEDULE
(in the Council Chamber)

Access Advisory Committee – 5:00 p.m.

| | | | |
|----------|----|----------|----|
| February | 07 | June | 06 |
| April | 27 | October | 25 |
| | | November | 29 |

Audit Committee – 5:00 p.m.

| | |
|-------|----|
| April | 04 |
|-------|----|

Board of Variance – 5:00 p.m.

| | | | |
|----------|----|-----------|-----------------------------|
| January | 12 | July | 06 |
| February | 02 | August | <i>No meeting scheduled</i> |
| March | 02 | September | 07 |
| April | 06 | October | 05 |
| May | 04 | November | 02 |
| June | 01 | November | 30 |

Community Heritage Commission – 5:00 p.m.

| | | | |
|----------|----|----------|----|
| February | 09 | August | 31 |
| April | 13 | November | 09 |
| June | 08 | | |

Environment Committee – 5:00 p.m.

| | | | |
|----------|----|---------|----|
| February | 15 | August | 30 |
| April | 19 | October | 18 |
| June | 21 | | |

Executive Committee of Council – 5:00 p.m.

| | | | |
|----------|----|-----------|----|
| February | 01 | July | 05 |
| March | 01 | September | 06 |
| April | 05 | October | 04 |
| May | 02 | November | 01 |
| June | 07 | December | 06 |

Financial Management Committee – 5:00 p.m.

| | | | |
|----------|----|-----------|----|
| January | 24 | July | 18 |
| February | 21 | September | 13 |
| March | 21 | October | 17 |
| April | 18 | November | 21 |
| May | 16 | December | 07 |
| June | 20 | | |

Parcel Tax Roll Review Panel – 4:00 p.m.

| | |
|-------|----|
| March | 09 |
|-------|----|

Planning and Development Committee – 5:00 p.m.

| | | | |
|----------|----|-----------|----|
| January | 11 | June | 14 |
| February | 08 | July | 12 |
| March | 08 | September | 14 |
| April | 12 | October | 11 |
| May | 10 | November | 08 |

Public Safety Committee – 5:00 p.m.

| | | | |
|----------|----|-----------|----|
| February | 22 | September | 05 |
| April | 26 | November | 07 |
| June | 28 | | |

Social Planning Committee – 5:00 p.m.

| | | | |
|---------|----|-----------|----|
| January | 18 | September | 27 |
| March | 15 | November | 15 |
| May | 17 | | |

Traffic Safety Committee – 5:00 p.m.

| | | | |
|---------|----|-----------|----|
| January | 25 | September | 28 |
| March | 22 | November | 22 |
| May | 24 | | |

APPENDIX D
2023 BURNABY PUBLIC LIBRARY BOARD MEETINGS SCHEDULE

(7:00 p.m. – Electronic Participation)

| | | | |
|----------|----|-----------|-----------------------------|
| January | 19 | July | 20 |
| February | 16 | August | <i>No meeting scheduled</i> |
| March | 16 | September | 21 |
| April | 20 | October | 19 |
| May | 18 | November | 16 |
| June | 15 | December | 14 |

**Schedule approved by the Burnaby Public Library Board on 2022 October 20*

APPENDIX E
2023 BURNABY PARKS, RECREATION AND CULTURE COMMISSION
MEETINGS SCHEDULE

(5:00 p.m. – Council Chamber unless otherwise noted)

| | | | |
|----------|---|-----------|----------------------------------|
| January | 10 | July | 11 |
| February | 14 <i>(Confederation Centre)</i> | August | <i>No meeting scheduled</i> |
| March | 14 | September | 12 |
| April | 11 | October | 10 <i>(Rosemary Brown Arena)</i> |
| May | 09 <i>(Christine Sinclair Community Centre)</i> | November | 14 |
| June | 13 | December | 05 |

****Schedule approved by the Parks, Recreation and Culture Commission on 2022 September 13***