

TO: CITY MANAGER

2003 OCTOBER 27

FROM: CITY CLERK

**SUBJECT: 2004 COUNCIL, COMMITTEE MEETING AND
PUBLIC HEARING SCHEDULES**

PURPOSE: The purpose of this report is to set the Council, Committee meeting and Public Hearing schedules for 2004.

RECOMMENDATION:

1. THAT Council approve the Council, Committee meeting and Public Hearing schedules for 2004 as set out in this report.

REPORT

The Local Government Act of BC requires Council to adopt a schedule and give public notice of Council and Committee meetings and Public Hearings in each year.

This report fulfills this requirement of the Act.

In 1994 Council adopted a policy with respect to holding three Council meetings per month, meeting on an alternating basis twice per month during July and August, holding 'Closed' meetings from which the public is excluded at 6:30 p.m. in the Council Committee Room, and not holding committee meetings in July and August. Council further established bi-monthly schedules for the Community Heritage Commission and Social Issues Committee. Consideration has also been given to avoid conflict with the FCM and UBCM annual conferences. It is recognized that adopting this report does not preclude Council from adopting future resolutions to add or cancel meetings as the year progresses.

Council will note there are some anomalies in the Council meeting schedule as compared to previous years. This is the result of the shift in dates that occurs in a leap year, some of the statutory holidays (July 1 and November 11) falling on agenda preparation days and the coordination of Council meeting dates with the rezoning application process to ensure the statutory requirements of notification are appropriately met.

Public Hearings proposed in this report for 2004 February, April, June, August, October and December will deal with the most recent group of rezoning applications forwarded for consideration under the usual bi-monthly reporting schedule. The Public Hearing dates in January, March, May, July, September and November would be available for other cases such as those previously being processed, and if it is found unnecessary to hold a Public Hearing in these months, the scheduled hearing may be cancelled.

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Council have in the past approved consideration of special Public Hearings for specific rezoning requests that have not corresponded to the scheduled dates. Unless otherwise directed, the Planning and Building Department will pursue consideration of similar extraordinary cases that may occur in the coming year, as required.

Respectfully submitted,



D. R. Comis,
City Clerk

cc. Deputy City Manager
Director Planning and Building

APPENDIX 'A' **2004 COUNCIL MEETING SCHEDULE**

January	12	July	12
	19		26
	26		
February	02	August	09
	09		23
	16		
March	01	September	13
	08		27
	15	UBCM	20 - 24
	22		
April	05	October	04
	19		18
	26		25
May	03	November	01
	10		22
	17		29
FCM	May 28 - 31		
June	07	December	06*
	14		13
	28		

* Inaugural Style Council Meeting

APPENDIX 'B'

2004 COUNCIL COMMITTEE MEETING SCHEDULE

Advisory Planning Commission

(Thursdays prior to Public Hearing - Council Committee Room) **6:00 p.m.**

January	15	July	15
February	05**	August	12
March	11	September	16
April	15	October	14
May	06	November	10
June	17	December	02

***Council Chamber*

Community Policing Committee

(2nd Thursday of the Month - Council Chamber) **6:00 p.m.**

January	08	June	10
February	12	September	09
March	11	October	14
April	08	November	18 - (3 rd Thursday due to Remembrance Day)
May	13	December	09

Environment Committee

(2nd Tuesday of the Month - Council Committee Room) **6:00 p.m.**

January	13	June	08
February	10	September	14
March	09	October	12
April	13	November	09
May	11		

Executive Committee

(Prior to 2nd Council Meeting of the Month

Mondays - Council Committee Room)

5:00 p.m.

January	19
February	09
March	08
April	19
May	10

June	14
September	27
October	18
November	22
December	13

Finance and Civic Development Committee

(4th Thursday of the Month - Council Committee Room) 5:30 p.m.

January	22
February	26
March	25
April	22
May	27

June	24
September	30 - (5 th Thursday due to UBCM Conference)
October	28
November	25

Housing Committee

(Prior to Public Hearings - Council Committee Room)

6:00 p.m.

January	27
February	17
March	23
April	24
May	18

June	29
September	28
October	26
November	23
December	14

Parks, Recreation and Culture Commission

(Council Committee Room and Council Chamber unless otherwise noted)

January	14	July	21
February	04 & <u>18</u> (Confederation Ctre.)	August	18
March	10	September	15
April	21	October	13 (Alan Emmott Ctre.)
May	05 & <u>19</u> (Wesburn Comm. Ctre.)	November	17
June	16	December	08

Traffic Safety Committee

(1st Tuesday of the Month - Council Chamber)

6:00 p.m.

February	03	September	07
March	02	October	05
April	06	November	02
May	04	December	07
June	01		

Transportation Committee

(2nd Wednesday of the Month - Council Chamber)

6:00 p.m.

January	14	June	09
February	11	September	08
March	10	October	13
April	14	November	10
May	12	December	08

BI-MONTHLY COMMITTEE MEETING SCHEDULE

Community Heritage Commission

(1st Thursday of the Month - Council Committee Room) 6:00 p.m.

February	05	September	02
April	01	November	04
June	03		

Social Issues Committee

(4th Wednesday of the Month - Council Committee Room) 6:00 p.m.

January	28	September	29	(5 th Wednesday due to UBCM Conference)
March	24	November	24	
May	26			

APPENDIX 'C'
2003 PUBLIC HEARING DATES

JANUARY	27	JULY	27
FEBRUARY	17	AUGUST	24
MARCH	23	SEPTEMBER	28
APRIL	27	OCTOBER	26
MAY	18	NOVEMBER	23
JUNE	29	DECEMBER	14