
TO: CITY MANAGER**DATE:** 2006 August 29**FROM:** CITY CLERK**SUBJECT: SUMMER COUNCIL MEETING SCHEDULE****PURPOSE:** This report recommends amending the Council policy of two Council meetings per month in July and August to allow for two Council meetings and one Public Hearing in July and eliminate scheduled Council Meetings and Public Hearings in August beginning in 2007.

RECOMMENDATION:

1. **THAT** the summer Council meeting schedule be amended effective 2007 to hold two Council meetings on alternate Mondays in the month of July and one Public Hearing in the month of July and eliminate scheduled Council meetings and Public Hearings in the month of August.

REPORT

Burnaby City Council, at its meeting of 2006 July 24 adopted a resolution directing staff to investigate the summer Council meeting schedules of lower mainland municipalities with a view to creating a summer Council meeting schedule more consistent with other lower mainland communities.

To this end staff contacted seven neighbouring municipalities including Vancouver, Surrey, Richmond, Coquitlam and the District of North Vancouver. Of the seven municipalities contacted 5 do not hold Council meetings or Public Hearings during the month of August; one municipality holds two Council meetings in the first two weeks of July and two Council meetings in the last two weeks of August, providing a 4 week block without meetings in the middle of the summer, but do not hold any Public Hearings during July or August; and one municipality (Delta) holds the same meeting schedule as Burnaby.

Given the majority of large municipalities have for some time eliminated Council meetings and Public Hearings during the month of August, staff recommend Burnaby Council adopt a similar policy reflecting more consistency with surrounding communities.

It is important to note that adopting this new summer Council meeting schedule does not preclude Council from calling a Special Council meeting or Public Hearing should an emergent situation arise.

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While concerns have been expressed regarding the elimination of Public Hearings in August, other municipalities that have adopted this practice advise the development community have adapted and conduct their activities accordingly.

Should Council agree the policy change will be reflected in the annual report outlining the Council and Committee schedule for 2007 which is brought forward in October each year. This will provide nine months advance notice to the public of the forthcoming changes.



Debbie Comis
CITY CLERK

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