

---

**TO:** CITY MANAGER **DATE:** 2006 September 25

**FROM:** CITY CLERK

**SUBJECT:** SUMMER COUNCIL MEETING SCHEDULE

**PURPOSE:** The report provides two options to amend the summer Council meeting schedule beginning in 2007.

---

**RECOMMENDATION:**

1. **THAT** this report be received for information.

**REPORT**

Burnaby City Council, at its meeting of 2006 September 18 requested staff review options which would provide for at least one Council meeting and Public Hearing in the month of August.

To this end staff have reviewed the Council and Public Hearing schedule in its entirety taking into consideration the time frames for rezoning reports, advertising, notification procedures and bylaw readings required in order to advance a rezoning application to Public Hearing.

As a result of this review Council is provided with the following options:

**Option A**

Two Council meetings to be held on alternating Mondays in the month of July.

One Public Hearing to be held on the Tuesday following the second Council meeting in July.

One Council meeting to be held on the last Monday in August.

One Public Hearing to be held on the last Tuesday in August.

**Option B**

Two Council meetings to be held on consecutive Mondays in the first half of July.

One Public Hearing to be held on the Tuesday following the second Council meeting in July.

To: City Manager  
From: City Clerk  
Re: Summer Council Meeting Schedule  
2006 September 25 ..... Page 2

**Option B cont'd**

One Council meeting to be held on the last Monday in August.

One Public Hearing to be held on the last Tuesday in August.

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

Should Council implement one of the above referenced options the specific dates will appear in the annual report outlining the proposed meeting dates for the coming year. A resolution arising from adoption of this report is required in order to implement one of the proposed options.

Either of the proposed options meets the needs of the public and development community allowing the progress of rezoning applications, ensuring the continuation of Council business throughout the summer and providing an opportunity for Council members to have a block of time in order to accommodate a summer vacation schedule.



Debbie Comis  
CITY CLERK

:dc