



Item.....
Meeting..... 2020 October 26

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2020 October 19
FROM: ACTING CITY CLERK
SUBJECT: 2021 MEETING SCHEDULES FOR COUNCIL, PUBLIC HEARINGS,
BOARDS, COMMITTEES AND COMMISSIONS
PURPOSE: To set the 2021 meeting dates for Regular Council, Public Hearings,
Boards, Committees and Commissions.

RECOMMENDATIONS:

1. **THAT** Council approve the 2021 meeting schedules for Council (*Appendix A*), Public Hearings (*Appendix B*), Boards, Committees and Commissions (*Appendix C*).
2. **THAT** Council approve 5:00 p.m. start time for Regular Council meetings and Public Hearings in 2021 due to the COVID-19 pandemic.
3. **THAT** Council receive the 2021 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 Regular Council meetings. The purpose of this report is to recommend a schedule of 2021 Regular 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 Regular 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.

Unless otherwise directed by Council, the Office of the City Clerk will begin recruitment for six (6) Board, Committee, and Commission vacancies commencing 2020 October 29, and closing on 2020 November 12.

Board/Committee/Commission	Type	# of Vacancies
Board of Variance	Statutory	1
Parks, Recreation and Culture Commission	Statutory	2
Public Library Board	Statutory	1
Public Safety Committee	Select	2


POLICY SECTION

The proposed schedules align with the following goals and sub-goals of the Corporate Strategic Plan:

- A Connected Community
 - Digital connection –
Provide online access to core City services and information
- An Inclusive Community
 - Create a sense of community –
Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Healthy Community
 - Community involvement –
Encourage residents and businesses to give back to and invest in the community
- A Thriving Organization
 - Communication –
Practice open and transparent communication among staff, Council and the community

RECOMMENDATION

Due to the COVID-19 pandemic, the City will continue to follow meeting procedures adopted by Council on 2020 May 11, May 22 and June 22. It is recommended that Council approve the 2021 meeting schedules for Council, Public Hearings, Boards, Committees and Commission, and receive the 2021 meeting schedules for the Public Library and the Burnaby Parks, Recreation and Culture Commission for information.



Blanka Zeinabova
ACTING CITY CLERK

Copy: City Manager
Director Corporate Services
Director Engineering
Director Finance
Director Parks, Recreation & Cultural Services
Director Planning & Building
Director Public Safety & Community Services

Fire Chief
OIC, RCMP
Director Human Resources
Chief Librarian
Chief Information Officer
City Solicitor

APPENDIX A
2021 REGULAR COUNCIL MEETINGS SCHEDULE

(5:00 p.m. in the Council Chamber)

January	25	July	12 26
February	08 22	August	30
March	08 29	September	20 27
April	12 26	October	04 25
May	10 31	November	08 22
June	14 28	December	06 13

APPENDIX B
2021 PUBLIC HEARINGS SCHEDULE
(5:00 p.m. – Electronic Meeting)

January	26	July	27
February	23	August	31
March	30	September	28
April	27	October	26
May	18	November	23
June	29	December	14

APPENDIX C
2021 BOARDS, COMMITTEES AND COMMISSIONS MEETINGS SCHEDULE
(in the Council Chamber)

Audit Committee – 2:00 p.m.

April 07

Board of Variance – 5:00 p.m.

January 07

February 04

March 04

April 08

May 06

June 03

July 08

August *No meeting scheduled*

September 02

October 07

November 04

December 02

Community Heritage Commission – 5:00 p.m.

February 11

April 22

June 10

September 09

November 18

Environment Committee – 5:00 p.m.

January 21

March 18

May 20

September 23

November 25

Executive Committee of Council – 2:00 p.m.

February	03	July	15
March	03	September	01
April	14	October	06
May	05	November	03
June	09	December	01

Financial Management Committee – 2:00 p.m.

January	20	July	14
February	17	September	08
March	10	October	13
April	21	November	17
May	19	December	07
June	16		

Parcel Tax Roll Review Panel – 5:00 p.m.

March	10
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Planning and Development Committee – 2:00 p.m.

January	26	June	29
February	23	September	28
March	30	October	26
April	27	November	23
May	18	December	08

Public Safety Committee – 5:00 p.m.

January	13	July	07
March	17	September	08
May	12	November	10

Social Planning Committee – 5:00 p.m.

January	19	July	06
March	02	September	07
May	04	November	02

Traffic Safety Committee – 5:00 p.m.

January	27	September	22
March	31	November	24
May	26		

APPENDIX D
2021 BURNABY PUBLIC LIBRARY BOARD MEETINGS SCHEDULE
(7:00 p.m. – Electronic Meeting)

January	21	July	15
February	18	August	<i>No meeting scheduled</i>
March	18	September	16
April	15	October	21
May	20	November	18
June	17	December	09

**Schedule approved by the Burnaby Public Library Board on 2020 September 17*

APPENDIX E
2021 BURNABY PARKS, RECREATION AND CULTURE COMMISSION
MEETINGS SCHEDULE

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

January	12	July	13
February	09 <i>(Cameron Recreation Complex)</i>	August	<i>No meeting scheduled</i>
March	09	September	14
April	13	October	12 <i>(Bonsor Recreation Complex)</i>
May	11 <i>(Confederation Centre)</i>	November	09
June	08	December	07

**Schedule approved by the Parks, Recreation and Culture Commission on 2020 October 13*