



Corporation of the City of
NEW WESTMINSTER

REPORT

Legislative Services

To:	Mayor Cote and Members of Council	Date:	November 15, 2021
From:	Jacque Killawee City Clerk	File:	05.1035.10
		Item #:	[Report Number]
Subject:	Schedule of Council Meetings for 2022		

RECOMMENDATION

THAT Council approve the attached Schedule of Council Meetings for January to December 2022.

PURPOSE

To seek Council's approval of the 2022 Council meeting schedule.

BACKGROUND

Section 127 of the *Community Charter* required annual publication of the Council's Schedule of Meetings, including date, time and place of meeting, that the schedule shall be posted in the public notice posting place, and that notice of the availability of the schedule shall be published in a newspaper on two consecutive weeks. Approval of this proposed meeting schedule will allow the posting of the 2022 Council Meeting Schedule prior to January 1, 2022, as required.

In July 2021 Council directed staff to optimize the learnings of COVID-19 and directed staff to make the following changes to the Procedure Bylaw:

- Allow for virtual meetings
- Allow for hybrid evening and open workshop meetings
- Plan for virtual closed meetings and task forces

These changes were made in the Procedure Bylaw in October 2021.

In 2021 the City engaged in discussions and education around the development of a Diversity, Equity and Anti-Racism policy. In these discussions the importance of recognizing cultural celebrations was discussed.

DISCUSSION

In developing the Council schedule for 2022 (Attachment 1), in light of the background above, staff took the following into consideration:

- Public holidays and other significant cultural days (such as Lunar New Year, Diwali, and days significant to First Nations, Islam, Judaism and Sikhism).
- The 2022 Municipal Election (October 15, 2022).
- A change in the public hearing notification period from 10 business days to 10 days (including weekends and holidays).

In contrast to the 2021 schedule, public hearings will no longer be held on nights separate from Council meetings. They will continue to be hybrid allowing members of the public to attend in person or virtually via Zoom.

To optimize Council's time the closed meeting has been moved to 9am in the morning and will be conducted virtually. Council meetings in City Hall would begin with Task Forces at 1pm.

Council meetings will all be hybrid in 2022, with Council and the public able to make comment via Zoom. Per the Procedure Bylaw Council will need to all be present for six meetings throughout the year including the parcel tax roll review panel and the inaugural meeting.

OPTIONS

- 1) That Council approve the attached Schedule of Council Meetings for January to December 2022.
- 2) That Council give alternative direction.

Staff recommend Option 1.

ATTACHMENTS

Attachment 1: Proposed 2022 Schedule of Council Meetings

This report was prepared by:
Gillian Day, Agenda Secretary

This report was approved by:
Jacque Killawee, City Clerk
Lisa Spitale, Chief Administrative Officer