



## City of Richmond

## Report to Council

**To:** Richmond City Council  
**From:** David Weber  
Director, City Clerk's Office  
**Date:** November 24, 2005  
**File:** 01-0105-01/2005-Vol 01  
**Re:** **Revision of December 2005 Council and Committee Meeting Schedule**

### Staff Recommendation

That:

1. the Regular closed and open Council Meetings of December 12, 2005 be rescheduled to December 19, 2005 at 4:00 pm and 7:00 pm respectively;
2. the Regular Council Meeting for Public Hearings of December 19, 2005 be rescheduled to December 12, 2005 at 7:00 pm in the Council Chambers at City Hall;
3. the General Purposes Committee meeting of December 19, 2005 be rescheduled to December 12, 2005; and
4. the Public Works and Transportation Committee meeting of December 21<sup>st</sup> be rescheduled to December 14, 2005.

David Weber  
Director, City Clerk's Office  
(4098)

Att. 1

<b>FOR ORIGINATING DIVISION USE ONLY</b>		
<b>CONCURRENCE OF GENERAL MANAGER</b>		
<hr/>		
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
<b>REVIEWED BY CAO</b>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

## Staff Report

### Origin

With the upcoming cancellation of the General Purposes Committee due to the conflict with the Inaugural Meeting, the agenda for the upcoming Regular Council Meeting scheduled for December 12th will likely be lighter than usual. In addition, because there will be no Council meeting scheduled for the fourth Monday in December due to the holiday season, most Committee recommendations that occur after December 12th will not be dealt with by Council until January 9, 2006.

Staff are therefore recommending a change to the December Council and Committee meeting schedule to provide a more balanced flow of business for the upcoming regular Council meetings. Instead of the current schedule, the General Purposes Committee meeting and the Public Hearing of December 19th would be rescheduled to December 12th and the Regular Council Meetings of December 12th (both open and closed) would be rescheduled to December 19th. In addition, rescheduling the December 21<sup>st</sup> Public Works and Transportation Committee meeting to December 14<sup>th</sup>, would also allow any resulting Committee recommendations to be considered by Council on the 19<sup>th</sup> prior to the holiday break.

This adjustment to the meeting schedule will allow more Council and Committee business to be concluded prior to the holiday break and result in more balanced Council agendas. A proposed revised calendar for December is attached (**Attachment 1**).

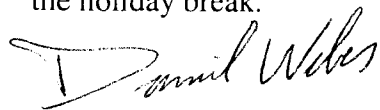
If any land use application (zoning or OCP) bylaws are recommended for first reading at the Planning Committee of Dec 20<sup>th</sup>, a Special Council Meeting could be called just after the Committee meeting so that first reading could be considered for any bylaws that would have otherwise been considered for first reading at the second Regular Council Meeting in December. Having a Special Council Meeting for this purpose would allow those bylaws to proceed to the January Public Hearing instead of being delayed until the February Public Hearing. The Special Council Meeting will only be called, if required, once the final agenda of the December 20<sup>th</sup> Planning Committee is known.

### Financial Impact

None.

### Conclusion

An adjustment to the Council and Committee meeting schedule will result in a more balanced flow of business this December and will allow Council to conclude more business prior to the holiday break.



David Weber  
Director, City Clerk's Office  
(4098)

**Proposed December 2005  
Council and Committee Meeting Schedule**

			<b>THURS DEC 1</b>	<b>FRI DEC 2</b>
<b>MON DEC 5</b> 7:00 PM INAUGURAL MEETING  (GP Meeting Cancelled)	<b>TUES DEC 6</b> 4:00 PM PLANNING COMMITTEE	<b>WED DEC 7</b>	<b>THURS DEC 8</b>	<b>FRI DEC 9</b>
<b>MON DEC 12</b> 4:00 PM GENERAL PURPOSES COMMITTEE  7:00 PM PUBLIC HEARING	<b>TUES DEC 13</b> 4:00 PM COMMUNITY SAFETY COMMITTEE	<b>WED DEC 14</b> 4:00 PM PUBLIC WORKS & TRANSPORTATION COMMITTEE	<b>THURS DEC 15</b>	<b>FRI DEC 16</b>
<b>MON DEC 19</b> 4:00 PM CLOSED COUNCIL MEETING  7:00 PM REGULAR COUNCIL MEETING	<b>TUES DEC 20</b> 4:00 PM PLANNING COMMITTEE	<b>WED DEC 21</b>	<b>THURS DEC 22</b>	<b>FRI DEC 23</b>
<b>MON DEC 26</b> STAT HOLIDAY	<b>TUES DEC 27</b> STAT HOLIDAY	<b>WED DEC 28</b>  (Council Meeting not scheduled in accordance with Procedure Bylaw)	<b>THURS DEC 29</b>  (PRC Meeting Cancelled)	<b>FRI DEC 30</b>