



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall
1229 Esquimalt Road
Esquimalt, B.C. V9A 3P1

Legislation Details (With Text)

File #: 17-481 **Version:** 1 **Name:**

Type: Staff Report **Status:** Passed

File created: 11/27/2017 **In control:** Council

On agenda: 12/4/2017 **Final action:** 12/4/2017

Title: 2018 Council and Committee of the Whole Meeting Schedule, Staff Report ADM-17-029

Sponsors:

Indexes:

Code sections:

Attachments: 1. 2018 Council & COTW Meeting Schedule

Date	Ver.	Action By	Action	Result
12/4/2017	1	Council	approved	Pass

REQUEST FOR DECISION

DATE: November 27, 2017 Report No. ADM-17-029

TO: Laurie Hurst, Chief Administrative Officer

FROM: Anja Nurvo, Director of Corporate Services

SUBJECT:
2018 Council and Committee of the Whole Meeting Schedule

RECOMMENDATION:
That Council approve the 2018 Regular Meeting Schedule of Council and Committee of the Whole as attached to Staff Report ADM-17-029.

RELEVANT POLICY:
Community Charter sections 94 And 127(1)
Council Procedure Bylaw, 2009, No. 2715 as amended

STRATEGIC RELEVANCE:
This Request for Decision does not directly relate to a specific Council priority.

BACKGROUND:
Section 127(1) of the *Community Charter* and Section 6 of the Council Procedure Bylaw, 2009, No. 2715, requires that Council annually before December 14th make available to the public a schedule of the dates, times and places of Regular Council meetings and must give public notice of the availability of the schedule of meetings.

Attached is the draft schedule of Regular Council and Committee of the Whole (COTW) meetings for 2018. The schedule has been adjusted for the annual conventions of the Federation of Canadian Municipalities and the Union of British Columbia Municipalities, as well as for statutory holidays, so that the first and last meetings of each month are Regular Council meetings and the second meeting of each month is a COTW meeting. The schedule has also been adjusted for Council's summer recess so that the two meetings in July and August will both be Regular Council meetings.

ISSUES:

1. Rationale for Selected Option

The draft schedule of 2018 Council and COTW meetings attached is in compliance with the Community Charter and the Township's Council Procedure Bylaw.

2. Organizational Implications

There are no organizational implications.

3. Financial Implications

There are no financial implications.

4. Sustainability & Environmental Implications

There are no sustainability or environmental implications.

5. Communication & Engagement

In accordance with the Community Charter and Council Procedure Bylaw, once approved by Council, the public will be notified of the availability of the 2018 schedule of Council and COTW meetings by publication in the local newspaper once a week for two consecutive weeks, and a copy of the notice will be posted on the Municipal Hall notice board and on the Township's website. As will, the schedule of meetings for 2018 will be updated on the website.

ALTERNATIVES:

1. That Council approve the 2018 Regular Meeting Schedule of Council and Committee of the Whole as attached to Staff Report ADM-17-029.

2. That Council amend the attached Schedule and approve the 2018 Schedule of Council and COTW meetings as amended.