



STAFF REPORT

DATE: October 23, 2019 **FILE:** 0360-20

TO: Chair and Directors,
Regional Board

FROM: Dave Leitch
Chief Administrative Officer

RE: 2020 CALENDAR OF BOARD MEETINGS

PURPOSE/PROBLEM

To approve a schedule of meetings for 2020 for the Regional District Board as required by Bylaw No. 1, being Regional Board Procedure Bylaw 2011.

EXECUTIVE SUMMARY

The Board's procedure bylaw requires that the calendar of Board meetings for the following year be approved at the inaugural meeting each November.

For 2020 it is proposed that the Regional Board consider a similar approach to last year taking into account the meeting schedules for affiliated organizations (UBCM, FCM, AVICC), member municipalities and the joint Comox-Strathcona boards (hospital and solid waste), as well as the availability of administrative resources during summer months.

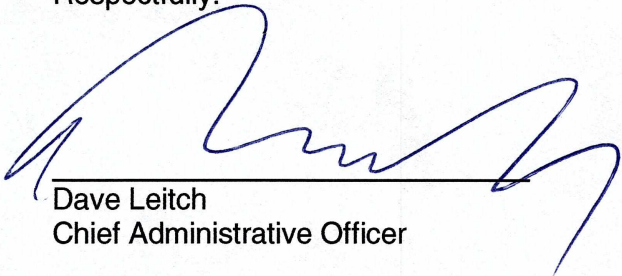
It is anticipated that committee and commission meetings would continue to be scheduled in conjunction with regular Board meetings wherever feasible, as has been the case in previous years. Once the Board has finalized its 2020 meeting calendar those bodies will be able to consider their own meeting schedules. In the event a change in circumstances during the year requires amendment to the schedule the Board does retain the authority to make those adjustments.

It may also be observed that Committee of the Whole meetings are not scheduled in advance for the year but are called as needed for budget workshops, strategic planning sessions and other matters requiring more extensive deliberation.

RECOMMENDATIONS

1. THAT the report from the Chief Administrative Officer be received.
2. THAT the proposed 2020 schedule of meetings for the Strathcona Regional District Board as outlined in the October 23, 2019 report from the Chief Administrative Officer be approved.

Respectfully:

A handwritten signature in blue ink, appearing to read 'Dave Leitch', written over a horizontal line.

Dave Leitch
Chief Administrative Officer

Prepared by: *T. Yates, Corporate Services Manager*

Attachments: Proposed 2020 Board Meeting Calendar.

MEETING CALENDAR (JANUARY – MAY 2020)

JANUARY			
Wednesday	January 15	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Electoral Areas Services Committee (inaugural)
		3:00 PM	Strathcona Gardens Commission (inaugural)
Wednesday	January 29	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Municipal Services Committee (inaugural)
		3:00 PM	First Nations Relations Committee (inaugural)
FEBRUARY			
Wednesday	February 12	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Electoral Areas Services Committee
		3:00 PM	Strathcona Gardens Commission
Wednesday	February 26	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Municipal Services Committee
		3:00 PM	First Nations Relations Committee
MARCH			
Wednesday	March 11	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Electoral Areas Services Committee
		3:00 PM	Strathcona Gardens Commission
Wednesday	March 25	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Municipal Services Committee
		3:00 PM	First Nations Relations Committee
APRIL			
Wednesday	April 15	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Electoral Areas Services Committee
		3:00 PM	Strathcona Gardens Commission
Wednesday	April 29	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Municipal Services Committee
		3:00 PM	First Nations Relations Committee
MAY			
Wednesday	May 13	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Electoral Areas Services Committee
		3:00 PM	Strathcona Gardens Commission
Wednesday	May 27	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Municipal Services Committee
		3:00 PM	First Nations Relations Committee

MEETING CALENDAR (JUNE – DECEMBER 2020)

JUNE			
Wednesday	June 10	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Electoral Areas Services Committee
		3:00 PM	Strathcona Gardens Commission
Wednesday	June 24	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Municipal Services Committee
		3:00 PM	First Nations Relations Committee
JULY			
Wednesday	July 15	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Electoral Areas Services Committee
		3:00 PM	Strathcona Gardens Commission
AUGUST			
Wednesday	August 19	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Municipal Services Committee
		3:00 PM	First Nations Relations Committee
SEPTEMBER			
Wednesday	September 16	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Electoral Areas Services Committee
		3:00 PM	Strathcona Gardens Commission
OCTOBER			
Wednesday	October 7	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Electoral Areas Services Committee
		3:00 PM	Strathcona Gardens Commission
Wednesday	October 21	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Municipal Services Committee
		3:00 PM	First Nations Relations Committee
NOVEMBER			
Wednesday	November 4	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Electoral Areas Services Committee
		3:00 PM	Strathcona Gardens Commission
Wednesday	November 18	9:30 AM	Regional Board (closed)
		10:30 AM	Regional Board (public)
		1:00 PM	Municipal Services Committee
		3:00 PM	First Nations Relations Committee
DECEMBER			
Wednesday	December 2	2:00 PM	Regional Board



2020 MEETING SCHEDULE

- Board and Committee meetings (regular)
- Conventions/AGM's/other
- CSRD Hospital/Solid Waste meetings
- Office Closed
- National Aboriginal Day

JANUARY 2020							FEBRUARY 2020							MARCH 2020							APRIL 2020						
S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa
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5	6	7	8	9	10	11	2	3	4	5	6	7	8	8	9	10	11	12	13	14	5	6	7	8	9	10	11
12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21	12	13	14	15	16	17	18
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28	19	20	21	22	23	24	25
26	27	28	29	30	31		23	24	25	26	27	28	29	29	30	31				26	27	28	29	30			
MAY 2020							JUNE 2020							JULY 2020							AUGUST 2020						
S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa
					1	2		1	2	3	4	5	6				1	2	3	4							1
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
31																					30	31					
SEPTEMBER 2020							OCTOBER 2020							NOVEMBER 2020							DECEMBER 2020						
S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
27	28	29	30				25	26	27	28	29	30	31	29	30						27	28	29	30	31		

<p>JANUARY</p> <p>15 EASC; Regional Board; SGC 16 CSRHD/CSWM 29 First Nations; MSC; Regional Board 30 CSRHD/CSWM</p> <p>FEBRUARY</p> <p>5-7 LGLA 12 EASC; Regional Board; SGC 13 CSRHD/CSWM 26 First Nations; MSC; Regional Board 27 CSRHD/CSWM 25-27 LGMA CAO Forum - Victoria</p> <p>MARCH</p> <p>11 EASC; Regional Board; SGC 12 CSRHD/CSWM Mar 13-27 School District 84 Spring Break Mar 16-20 School District 72 Spring Break 25 First Nations; MSC; Regional Board 27-28 Civic Governance Forum - Vancouver</p>	<p>APRIL</p> <p>2 CSRHD/CSWM 15 EASC; Regional Board; SGC 16 CSRHD/CSWM 17-19 AVICC - Nanaimo 29 First Nations; MSC; Regional Board</p> <p>MAY</p> <p>13 EASC; Regional Board; SGC 27 First Nations; MSC; Regional Board</p> <p>JUNE</p> <p>4-7 FCM - Toronto 9-11 LGMA Forum - Kelowna 10 EASC; Regional Board; SGC 11 CSRHD/CSWM 21 National Aboriginal Day 24 First Nations; MSC; Regional Board 25 CSRHD/CSWM</p> <p>JULY</p> <p>15 EASC; Regional Board; SGC</p>	<p>AUGUST</p> <p>19 First Nations; MSC; Regional Board</p> <p>SEPTEMBER</p> <p>10 CSRHD/CSWM 16 EASC; Regional Board; SGC 17 CSRHD/CSWM 21-25 UBCM & UBCM EA Directors Forum - Victoria</p> <p>OCTOBER</p> <p>7 EASC; Regional Board; SGC 21 First Nations; MSC; Regional Board</p> <p>NOVEMBER</p> <p>4 EASC; Regional Board (Inaugural);SGC 12 CSRHD/CSWM 18 First Nations; MSC; Regional Board</p> <p>DECEMBER</p> <p>2 Regional Board (2PM) 3 CSRHD/CSWM</p>
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