



# City of Port Moody

## Report/Recommendation to Council

Date: September 22, 2020  
Submitted by: Legislative Services Division  
Subject: 2021 Council Meeting Schedule

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### Purpose

To present the 2021 Council Meeting Schedule for approval.

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### Recommended Resolution(s)

**THAT the 2021 Council Meeting Schedule be approved as recommended in the report dated September 22, 2020 from the Legislative Services Division regarding 2021 Council Meeting Schedule.**

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### Background

The Council Meeting Schedule is set annually and published in a newspaper, on the City website, and as part of the Port Moody Calendar. The meeting schedule includes the following information:

- all Regular Council meetings;
- major conferences; and
- Acting Mayor Schedule.

Approval is sought in October in order to meet production deadlines for the Port Moody Calendar. The publication of the meeting schedule in a newspaper is required by section 127(1) of the *Community Charter*, which states that Council must make available to the public a schedule of the date, time, and place of Regular Council meetings.

### Discussion

In the proposed 2021 Council Meeting Schedule (**Attachment 1**), Regular Council meetings are held on the second and fourth Tuesday of each month, with the exception of:

- June, in which no meetings are held in the week following FCM;
- August, in which no meetings are held;
- September, in which no meetings are held during UBCM; and
- December, in which no meetings are held in the second half of the month.

The Acting Mayor Schedule has been left blank, with the addition of another column for Third Acting Mayor. This section is not published as part of the Port Moody Calendar and may be finalized after the appointments are made in December.

### Other Option(s)

THAT the 2021 Council Meeting Schedule be approved as amended by Council at the Regular Council meeting of October 13, 2020.

### Financial Implications

There are no financial implications associated with approving the 2021 Council Meeting Schedule.

### Communications and Civic Engagement Initiatives

The 2021 Council Meeting Schedule will be incorporated into the 2021 Port Moody Calendar upon approval. The Schedule will be published on the City website, and the dates advertised in a local newspaper.

### Council Strategic Plan Objectives

The approval and publishing of the 2021 Council Meeting Schedule serves to inform and engage the community and plan for the future.

### Attachment(s)

1. 2021 Council Meeting Schedule.

### Report Author

Dorothy Shermer  
Corporate Officer

## Report Approval Details

Document Title:	2021 Council Meeting Schedule.docx
Attachments:	- Attachment 1 - Council Meeting Schedule.pdf
Final Approval Date:	Sep 29, 2020

This report and all of its attachments were approved and signed as outlined below:

Rosemary Lodge, Manager of Communications and Engagement - Sep 26, 2020 - 4:57 PM

Paul Rockwood, General Manager of Finance and Technology - Sep 27, 2020 - 10:09 AM

Tim Savoie, City Manager - Sep 29, 2020 - 4:37 PM