



November 13, 2018

**TO:** Park Board Chair and Commissioners  
**FROM:** General Manager - Vancouver Board of Parks and Recreation  
**SUBJECT:** Park Board Meeting Dates - Proposed 2019 Schedule

## RECOMMENDATION

THAT the Vancouver Park Board approve the Committee and Regular Board meeting dates for 2019 as outlined below, with Committee meetings commencing at 6:30pm and Regular Board meetings immediately following:

January 14 January 28	February 11 February 25	March 11
April 01 April 15	May 13 May 27	June 10 June 24
July 08 July 22	August BREAK	September 16 September 30
October 21	November 04 November 18	December 09

AND FURTHER THAT the Vancouver Park Board reserve every Tuesday evening following the above-noted meeting dates, commencing at 5:30pm, for In Camera meetings as needed and to reconvene any recessed Committee or Regular Board meetings.

## POLICY

As per the Vancouver Park Board *Procedure By-Laws*, the Board shall hold regular meetings on such dates and at such times as the Board by resolution determines.

## BACKGROUND

Park Board Committee and Regular Board meetings are typically held on Monday evenings on a bi-weekly basis, except when impacted by statutory holidays and other seasonal breaks. To facilitate the coordination and timing of cross-departmental projects and reporting, Park Board meetings are also scheduled to align with the City of Vancouver's Regular Council meeting dates whenever possible.

On October 23, 2017, the Board approved shifting the 2018 meeting start times to 6:30pm (Committee followed by Regular Board). This was done to provide additional time to address Board business and to reduce the need to extend meetings past the regular 10:00pm adjournment time. Additionally, every Tuesday evening following each scheduled Park Board meeting was held as reserve for the reconvening of any recessed meetings, or if needed for other meetings or information sessions.

## **DISCUSSION**

Staff recommend continuing with the 6:30pm meeting start time introduced in 2018, as well as with the Tuesday evening reserves. The calendar in Appendix A reflects the proposed Park Board Meeting Dates, reserve dates, and the [approved Regular Council meeting dates](#) for 2019. Should the Board need to meet In Camera, these meetings will be scheduled to precede or immediately follow public meetings held on either Monday or Tuesday evenings whenever possible.

## **SUMMARY**

Staff propose the dates highlighted in the calendar included in Appendix A, and as outlined above in the Recommendation, as the schedule for the Committee and Regular Board meetings for 2019.

General Manager's Office  
Vancouver Board of Parks and Recreation  
Vancouver, BC

/clc

Park Board Committee & Regular Board Meeting Calendar - 2019



Vancouver Board of Parks and Recreation

2019

- Committee/Regular Board Meeting (6:30pm)
- Meeting Reserve
- Regular Council Meeting
- Special Council Meeting

January							February							March						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5						1	2						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30
																	Spring Break			
																	Spring Break			

  

April							May							June						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29

  

July							August							September						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
30	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28
28	29	30	31				25	26	27	28	29	30	31	29	30					

  

October							November							December						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5						1	2	1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31	1	2	3	4

Stat Holidays

Other Dates