

DATE OF MEETING | AUGUST 7, 2019 |

AUTHORED BY | SKY SNELGROVE, STENO COORDINATOR/DEPUTY CORPORATE OFFICER |

SUBJECT | HEALTH AND HOUSING TASK FORCE KEY DATE CALENDAR |

## **OVERVIEW**

### **Purpose of Report**

| To obtain Health and Housing Task Force approval of their Key Date Calendar. |

### **Recommendation**

| That the Health and Housing Task Force recommend that Council approve the Health and Housing Task Force Key Date Calendar as presented. |

## **BACKGROUND**

| At the 2019-JUL-17 Health and Housing Task Force Meeting, the Task Force discussed meeting every two weeks on Wednesdays from 3:00 – 5:00 p.m. in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street. The calendar is for a one year time frame as the Task Force is anticipated to be in operation for a 12 month period. |

## **DISCUSSION**

| The Task Force is requested to recommend that Council approve the meeting schedule. Approval of the calendar does not prevent the scheduling of special meetings or cancellation of meetings when required. The calendar will be posted publically on the City's website and updated as necessary. |

## **OPTIONS**

- | 1. That the Health and Housing Task Force recommend that Council approve the Health and Housing Task Force Key Date Calendar as presented.
  - The advantages of this option: An approved calendar allows the Health and Housing Task Force, public and Staff to know in advance when meetings will be held and prepare accordingly.
  - The disadvantages of this option: Rather than scheduling a meeting as needed, emerging issues may need to wait to be considered at a scheduled Health and Housing Task Force meeting. It should be noted special meetings may be scheduled as required.

2. That the Health and Housing Task Force deny approval of the Key Date Calendar.
- The advantages of this option: The Task Force may wish to select a different meeting schedule.
  - The disadvantages of this option: The Health and Housing Task Force would not be able to meet to complete Council's directive. The public will not know when to expect meetings to be held. Staff would request further direction regarding scheduling meetings.

#### **SUMMARY POINTS**

- At the 2019-JUL-17 meeting, the Health and Housing Task Force discussed a tentative schedule to meet every two weeks.
- The calendar, once approved by Council, will be posted publically on the City's website and meetings may be cancelled or additional meetings scheduled as needed.

#### **ATTACHMENTS:**

Attachment A – Health and Housing Task Force Key Date Calendar. |

**Submitted by:**

Sheila Gurrie  
Director, Legislative Services |