



# REPORT

To: Solid Waste Committee

Report Number: ENV-SWC-021

From: Paulo Eichelberger, General Manager of Environmental Services Date: October 22, 2020

Subject: **2021 Solid Waste Committee Meeting Schedule**

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## **RECOMMENDATION #1:**

That the Solid Waste Committee recommend to the Regional Board that the 2021 Solid Waste Committee meeting schedule be approved as presented, specifying one meeting per month on the first Thursday of the month, except July and August, which are omitted, and October, November, and December, which will be held the first Friday of each month to avoid conflict with Board meeting dates.

## **RECOMMENDATION #2**

That the Solid Waste Committee recommend to the Regional Board that the Solid Waste Committee Terms of Reference be amended from “the Committee shall meet on a monthly basis, on the first Thursday of every month” to “the Committee shall meet on a monthly basis, as included in the annual adoption of a Board meeting schedule; further, that the ability to reschedule meetings or call special meetings of the Committee when required, be added to the Terms of Reference as an authority of the Committee that does not required Board approval.

## **BACKGROUND/RATIONALE:**

As per the Solid Waste Committee (SWC) terms of reference, meetings are held monthly, on the first Thursday of each month. It is therefore proposed that the meetings scheduled for the SWC in 2021 be as follows:

- January 7, 2021
- February 4, 2021
- March 4, 2021
- April 1, 2021
- May 6, 2021
- June 3, 2021
- September 2, 2021
- October 8 [October 7, 2021 conflicts with the Board meeting]
- November 5 [November 4, 2021 conflicts with the Board meeting]
- December 3 [December 2, 2021 conflicts with the Board meeting]

The intent of cancelling the July 2<sup>nd</sup> and August 5<sup>th</sup> SWC meetings is to accommodate project work during the summer months of 2021. A draft calendar showing the aforementioned meeting dates (highlighted in yellow) is attached for reference.

## **ALTERNATIVE OPTIONS:**

1. That the Solid Waste Committee recommend to the Regional Board that the 2021 Solid Waste Committee meeting schedule be amended to specify meetings on the first Thursday of each month with the exception of July, which would be scheduled for July 2 to avoid the July 1<sup>st</sup> Statutory Holiday, and October, November, and December, which will be held the first Friday of each month to avoid conflict with Board meeting dates.
2. That the Solid Waste Committee provide further direction.

**STRATEGIC PLAN RELEVANCE:**

- ☒ Organizational Effectiveness

**FINANCIAL CONSIDERATION(S):**

None identified.

**COMMUNICATIONS CONSIDERATION(S):**

Once approved, meeting dates will be added the Regional District digital calendar system and invitations will be sent to all committee members. Meeting dates will also be added to the website calendar of events for the benefit of the public.

**OTHER CONSIDERATION(S):**

None identified.

**Attachments:**

1. Draft 2021 Solid Waste Committee Meeting Schedule