

To: Mayor and Council
From: Paul Gipps, CAO
Meeting Date: November 4, 2025
Meeting Type: Regular Council Meeting

Prepared by: Makayla Ablitt, Manager of Corporate Administration
Department: Corporate Services

Title: 2026 Regular Council Meeting Schedule
Description: Adoption of the 2026 Regular Council Meeting Schedule

RECOMMENDATION

THAT the 2026 Regular Council Meeting Schedule, Attachment A to the report dated November 4, 2025, be adopted;

AND THAT the schedule be posted and advertised in accordance with the *Community Charter*.

EXECUTIVE SUMMARY

As per section 6.2 of Council Procedures Bylaw 1282, 2025, Regular Council Meetings will be held on the first and third Tuesday of each month starting at 7:00 p.m. unless a Public Hearing is scheduled, in which case the Regular Council Meeting will begin immediately following Public Hearing.

Staff recommend the following changes to meetings on the first and third Tuesdays in 2026:

Meeting Date	Special Meeting in Lieu	Reason
January 6, 2026	January 13, 2026	Municipal Hall Holiday Closure
August 4, 2026	n/a	To accommodate summer break
September 15, 2026	September 22, 2026	UBCM

Based on Council Procedures Bylaw 1282, 2025, the first meeting of 2026 is scheduled for January 6, 2026. Municipal Hall is closed December 25 – January 2, reopening Monday January 5, 2026. A meeting on January 6, 2026 requires an agenda to be prepared and posted during the holiday closure and would require Staff to have reports completed and approved by December 26, 2026. Staff recommend the January 6, 2026 meeting be cancelled and a Special Council meeting be held January 13, 2026 to provide Staff and Council time to return from the holiday closure and post an agenda the week of January 5, 2026.

Historically there have not been Regular Council Meetings scheduled in the first week of August to provide Council with a summer break and it is recommended the August 4, 2026 meeting be cancelled.

The Union of British Columbia Municipalities (UBCM) conference is scheduled to be held September 14-18, 2026. Staff recommend the September 15, 2026 meeting be cancelled and a Special Council Meeting be held September 22, 2026 to accommodate Council’s attendance.

The Southern Interior Local Government Association (SILGA) conference is scheduled to be held April 29- May 2, 2026 and does not affect the proposed 2026 Regular Council Meeting schedule.

FINANCIAL IMPLICATIONS

None Budget Previously Approved Other (see below)

COMMUNICATION

The date, time, and place of Regular Council Meetings must be made available to the public pursuant to section 127 of the *Community Charter* by posting the schedule in a public posting place and advertising in a newspaper for two consecutive weeks. The information is also posted on the District's website.

ALTERNATE RECOMMENDATION(S)

1. THAT the 2025 Regular Council Meeting Schedule, Attachment A and report dated November 19, 2024 be adopted [*with amendments as identified by Council*];
AND THAT the schedule be posted and advertised in accordance with the *Community Charter*.

Respectfully Submitted.

Makayla Ablitt, Manager of Corporate Administration

Report Approval Details

Document Title:	2026 Regular Council Meeting Schedule Report.docx
Attachments:	- 2026 Regular Council Meeting Schedule.pdf - 2026 Regular Council Meeting Calendar.pdf
Final Approval Date:	Oct 28, 2025

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

Reyna Seabrook, Director of Corporate Services - Oct 24, 2025 - 12:34 PM

Paul Gipps, Chief Administrative Officer - Oct 28, 2025 - 1:24 PM