



REPORT TO COUNCIL

To: **Mayor and Councillors**

Subject: 2023 Schedule of Regular Council Meetings

File #: 0110.00

Doc #:

From: Paula Kusack
Deputy Corporate Officer

Date: October 28, 2022

RECOMMENDATION:

1. THAT the following dates be set for the Regular Meetings of Council in 2023:

January 16, 30
February 13, 27
March 6, 20
April 3, 17
May 1, 8
June 5, 19
July 10, 24
September 11, 25
October 16, 30
November 6, 20
December 4, 11

2. THAT effective January 1, 2023, the Regular Meetings of Council will be held in the Council Chambers, Langley City Hall, 20399 Douglas Crescent, Langley BC at 7:00 p.m., unless otherwise resolved by Council.

PURPOSE:

The purpose of this report is to provide, for Council's approval, the schedule of Regular Council Meetings for 2023.

POLICY:

Excerpt from the *Community Charter*:

Notice of council meetings

127 (1) A council must

- (a) make available to the public a schedule of the date, time and place of regular council meetings, and
- (b) give notice of the availability of the schedule in accordance with section 94 [public notice] at least once a year.

COMMENTS/ANALYSIS:

The 2023 Regular Council Meeting Schedule has been prepared based on the following considerations:

- Meetings typically occur twice per month except for a scheduled summer break during the month of August.
- Back-to-back council meetings (one week in between) are avoided where possible; however, are necessary in some circumstances. Consideration is given to the timing of statutory holidays and the adoption of reports with statutory adoption deadlines. Therefore, there are three occasions in 2023, as noted below, where council meetings will be one week apart for these reasons.
 - Feb 27 / March 6 – the way that the Family Day statutory holiday & Easter holidays fall require back-to-back meetings in between.
 - May 1 / May 8 – the tax rate bylaw and financial statements must be adopted before May 15. Additionally, the 2023 FCM Conference is scheduled to be held May 25-28 (a week earlier than usual), requiring a return travel day on Monday, May 29.
 - October 30 / November 6 – required due to the way that Thanksgiving and Truth & Reconciliation Day fall, in combination with avoiding three back-to-back meetings in late November and early December.
- Past practice has been to break for Christmas by the third week of December, making the last Regular Council Meeting of the year December 11th. Although this results in back-to-back meetings in December, meetings this time of year are typically lighter than those earlier in the year.

BUDGET IMPLICATIONS:

Notice of the 2023 Regular Council Meeting is required by the Community Charter and is therefore placed in two consecutive editions of the local newspaper at an approximate cost of \$350 per issue.

ALTERNATIVES:

Council may provide alternate direction to staff with respect to the proposed schedule and format of Regular Council meetings.

Respectfully Submitted,



Paula Kusack
Deputy Corporate Officer

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I support the recommendation.



Francis Cheung, P. Eng.
Chief Administrative Officer