



REPORT TO COUNCIL

To: **Mayor and Councillors**

Subject: 2026 Schedule of Regular Council Meetings

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From: Paula Kusack
Deputy Corporate Officer

Date: November 21, 2025

RECOMMENDATION:

THAT the following schedule of dates, time, and location of Regular Council Meetings in 2026 be approved:

January 12, 26
February 9, 23
March 9, 23
April 13, 27
May 11, 25
June 15, 29
July 13, 27
September 21, 28
November 2, 23
December 7, 14

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 identified.

PURPOSE:

The purpose of this report is to provide the schedule of Regular Council Meetings for 2026, for Council's approval.

POLICY:

Excerpt from the *Community Charter*:

Notice of council meetings

s.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.

Excerpts from the Council Procedure Bylaw No. 3268:

5. Inaugural Meeting

An inaugural council meeting shall be held on the first Monday in November following a general election of Council, unless a quorum of Council has not yet taken office in which case the inaugural council meeting shall be called by the Corporate Officer and held as soon as reasonably possible after a quorum has taken office.

6. Time, Location and Adjournment of Meetings

(1) Regular council meetings shall take place within City Hall.

(2) Regular council meetings shall:

(a) be held on Mondays, in accordance with the schedule adopted by resolution on or before December 31 of the preceding year;

(b) begin:

(i) at 7:00 pm if there is no public hearing scheduled; or

(ii) immediately following a public hearing if there is a public hearing scheduled at 7:00 pm on the same night.

(iii) adjourn at 11:00 pm unless Council resolves by an affirmative vote of members present to proceed beyond that time.

COMMENTS/ANALYSIS:

The 2026 Regular Council Meeting Schedule has been prepared based on the following considerations:

- Meetings occur twice per month, except for a scheduled summer break during the month of August and the proposed break in October (see below).
- Back-to-back council meetings occur from time to time for various reasons. Consideration is given to the timing of statutory holidays and other scheduled breaks, conference attendance and travel, and the adoption of reports with

statutory adoption deadlines. There are two occasions in 2026 where council meetings will be one week apart, as noted below.

- September 21 and 28
 - The Labour Day statutory holiday falls on September 7
 - The annual UBCM conference in Vancouver is scheduled the week of September 14, making that date unavailable for a regular council meeting.
 - December 1 and 8
 - Past practice has been to break for Christmas by the third week of December, making the last Regular Council Meeting of the year December 8th.
- Proposed scheduled meeting break in October of an election year

Key Considerations

- Available Meeting Date: The only available date for a Regular council meeting prior to General Voting Day is Monday, October 5. Scheduling this meeting would result in three consecutive Council meetings (Sep. 21, 28, Oct 5) which is unusual and challenging to coordinate.
- Staff must prepare for, and conduct Advance Voting Opportunities (Advance Voting Dates set by legislation - October 6, 7, 8, and 14);
- Thanksgiving Statutory Holiday: October 12;
- General Voting Day: October 17;
- Election staff responsibilities following General Voting Day;
- Preparation for the inaugural Council meeting on November 2 begins immediately following general election day.

Rationale

- The three-week period prior to General Voting Day and two week period after General Voting Day require significant staff resources to fulfill election requirements. Suspending regular Council meetings during October ensures operational efficiency and mitigates resource constraints within Legislative Services. This approach is consistent with practices adopted by several other municipalities¹, to suspend regular meetings until after the inaugural meeting in November. Should an urgent business matter arise in October requiring Council direction, a special meeting can be convened to address the issue.

¹ For example:

Township of Langley: suspended between Jul 28 – Nov 2

Pitt Meadows: suspended between Oct 7 – Nov 2

Port Coquitlam: suspended between Oct 7 – Nov 2

Whistler: suspended between Sep 23 – Nov 3

Further consideration should be given to suspending committee meetings that are scheduled after general voting day until chairs and co-chairs of committees are appointed for the new Council term.

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

Concurrence:



Kelly Kenney
Corporate Officer

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I support the recommendation.



Francis Cheung, P. Eng.
Chief Administrative Officer