



# REGIONAL DISTRICT of Fraser-Fort George

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## REPORT FOR CONSIDERATION

TO: Chair and Directors

FROM: M. Connelly, General Manager of Legislative and Corporate Services

DATE: November 8, 2024

SUBJECT: Proposed 2025 Regional Board Meeting Schedule

SUMMARY: Purpose: Consider approval of the 2025 Board Meeting Schedule

File No.: BOA 1.0

Attachments: Draft 2025 Board Meeting Schedule  
Previous Reports: None

### RECOMMENDATION(S):

1. THAT the report dated November 8, 2024 regarding "Proposed 2025 Regional Board Meeting Schedule" be received for information.
2. THAT the 2025 Regional Board Meeting Schedule as attached to the report dated November 8, 2024, be approved.

ENTITLEMENT	HOW VOTE COUNTED
All 1 Director/1 vote	Majority
All 1 Director/1 vote	Majority

### COMMENTS:

"Regional Board Procedure Bylaw No. 3267, 2022" requires that the Board determine the schedule of meetings for the coming calendar year at the inaugural Board Meeting. The Procedure Bylaw sets out that all regular meetings of the Board will be held on the third Thursday of each month commencing at 1:30 p.m. and in accordance with the approved Schedule of Meetings unless otherwise determined by resolution of the Board. Committee of the Whole meetings are typically held in January and February and are dedicated to budget deliberations. Currently Committee meetings are in conjunction with the Board meeting each month at dates and times to be determined by the Chief Administrative Officer.

In the proposed 2025 schedule there are four exceptions for consideration:

- January Regional Board and Committee of the Whole meetings are proposed to be scheduled for the fourth Thursday and Friday, respectively, as the third week conflicts with the dates for the BC Natural Resources Forum; and
- May Regional Board meeting is proposed to be scheduled for the fourth Thursday as the third Thursday conflicts with the dates for the North Central Local Government Association's Annual Convention.

The Board meeting scheduled for June is proposed to be held in the District of Mackenzie. This is consistent with the practice adopted in 2024 of holding one board meeting per year in a member municipality or electoral area and supports the Board's strategic priority of awareness and engagement.

In creating the attached proposed schedule, Administration reviewed the council meeting schedules for all four member municipalities, as well as BC statutory holidays to ensure that there are no conflicts. In addition to the aforementioned events, the dates for annual conferences such as the Federation of Canadian Municipalities (May 20 to June 1, 2025), and the Union of British Columbia Municipalities (September 22 to 26, 2025) were also reviewed to ensure there are no conflicts with the proposed meeting dates.

At the October meeting, the Board considered a report regarding options for future Board and committee meeting scheduling. Support was noted for scheduling Committee meetings on the day prior to the Regional Board meeting where necessary and that evenings may be utilized to ensure the most participation as possible from committee members.

If the Board is supportive of the proposed schedule, it would be in order to approve the schedule as presented. The approved Board meeting schedule will be posted on Regional District Notice Board, website and distributed to external partners as appropriate. At any time throughout the year, the Schedule of Meetings may be amended, if necessary, by a 2/3 vote of the Board.

Respectfully submitted,

*“M. Connelly”*

Maureen Connelly  
General Manager of Legislative and Corporate Services

MC:ht