

**REPORT TO GOVERNANCE AND FIRST NATIONS RELATIONS COMMITTEE
MEETING OF WEDNESDAY, DECEMBER 03, 2025**

SUBJECT 2026 Schedule of Regular Board Meetings

ISSUE SUMMARY

To provide notice of the 2026 meeting schedule for the Capital Regional District Board.

BACKGROUND

Bylaw 3828, "Capital Regional District Board Procedure Bylaw" states that regular meetings of the Capital Regional District (CRD) Board shall be held at the CRD Boardroom on the second Wednesday of the month commencing at 1:00 pm unless otherwise determined by a resolution of the Board.

For 2025, the Board resolved to commence the Board meetings at 12:00 pm (noon). The recommendation for 2026 is to continue meeting at 12:00 pm (noon) on the second Wednesday of the month.

Due to the general local election being held on Saturday, October 17, 2026, the recommendation is to hold a special meeting of the CRD Board on October 7, 2026 in lieu of the regular meeting on the second week of the month (October 14, 2026).

The 2027 provisional budget will need to be approved by the current Board prior to the October general local election date. Staff have scheduled special meetings for the Capital Regional Hospital District and CRD Board on September 23, 2026 to consider the 2027 provisional budget. Post-election, the inaugural CRD Board meeting will be held on November 18, 2026 due to Remembrance Day falling on the second Wednesday of the month.

ALTERNATIVES

Alternative 1

The Governance and First Nations Relations Committee recommends to the Capital Regional District Board:

1. That the regular meetings for the Capital Regional District Board be scheduled in 2026 to commence at 12:00 pm (noon) on the following dates: January 14, February 11, March 11, April 8, May 13, June 10, July 8, August 12 (at the call of the Chair), September 9, November 18 (inaugural), and December 9; and
2. That a special meeting for the Capital Regional District Board be scheduled on October 7, 2026 in lieu of a regular meeting on the second week of October due to general local elections.

Alternative 2

That this report be referred back to staff for additional information.

IMPLICATIONS

Service Delivery Implications

The change in 2025 to an earlier start time of 12:00 pm was intended to provide more time at the end of the meeting day to consider closed meeting items while still maintaining quorum for important decisions. Staff recommend keeping the status quo and continuing the 12:00 pm start time. If the future Board wishes to maintain this schedule, staff can report back in 2027 with an amendment to the CRD Board Procedure Bylaw to formally implement the change on an ongoing basis.

CONCLUSION

In accordance with Bylaw 3828, “Capital Regional District Board Procedure Bylaw”, regular meetings of the Capital Regional District Board shall be held at the CRD Boardroom on the second Wednesday of the month unless otherwise determined by a resolution of the Board. Staff recommend maintaining the 12:00 pm start time for 2026. A special Board meeting will be scheduled on October 7, 2026 in lieu of a regular meeting that month due to general local elections.

RECOMMENDATION

The Governance and First Nations Relations Committee recommends to the Capital Regional District Board:

1. That the regular meetings for the Capital Regional District Board be scheduled in 2026 to commence at 12:00 pm (noon) on the following dates: January 14, February 11, March 11, April 8, May 13, June 10, July 8, August 12 (at the call of the Chair), September 9, November 18 (inaugural), and December 9; and
2. That a special meeting for the Capital Regional District Board be scheduled on October 7, 2026 in lieu of a regular meeting on the second week of October due to general local elections.

Submitted by:	Marlene Lagoa, MPA, Manager, Legislative Services & Deputy Corporate Officer
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer