

Report Date: October 11, 2024 VanRIMS No.: 08-3000-30 Submit comments to the Board

TO: Park Board Chair and Commissioners

FROM: General Manager, Board of Parks and Recreation

SUBJECT: Proposed 2025 Park Board Meeting Schedule

RECOMMENDATION

THAT the Vancouver Park Board approve the 2025 meeting dates as outlined below, with meetings open to the public commencing at 6:30pm and with Regular Board meetings to immediately follow Board Committee meetings (when scheduled):

	January 20	February 03 February 24	March 10 March 31
	April 14 April 28	May 12	June 02 June 16
	July 07 July 21	August break	September 15
	October 06 October 20	November 03 November 24 (Special Budget)	December 08

FURTHER THAT the Board reserve the hour prior to each public meeting for an In Camera meeting, should it be required;

AND FURTHER THAT the Board reserve every Tuesday evening following the above-noted meeting dates, commencing at 5:30pm, should any meetings need to be reconvened or rescheduled.

BOARD AUTHORITY / PREVIOUS DECISIONS

Per the Park Board's *Procedure By-Law*:

- 3.1 The General Manager shall recommend a schedule of Regular Board Meetings and Board Committee Meetings for consideration by the Board in the fourth quarter of each year for the ensuing calendar year.
- 3.2 Upon approval by a resolution of the Board, the General Manager shall publish the annual schedule of Regular Board Meetings and Board Committee Meetings on the Vancouver Park Board website.

DISCUSSION

Park Board Committee and Regular Board meetings are open to the public and are typically held on Monday evenings, once or twice a month, depending on statutory holidays, special events, and other seasonal breaks. To facilitate the coordination and timing of cross-departmental projects and reporting, Park Board meetings are generally scheduled to align with City of Vancouver Council meeting dates when practical.

Since 2018, Park Board public meetings have commenced at 6:30pm, generally starting with a Board Committee meeting followed by a Regular Board meeting. The Board Committee is comprised of all Commissioners and these meetings are scheduled to permit members of the public an opportunity to speak on report recommendations being presented for Board consideration. Unless extended by Board resolution, all meetings of the Board will adjourn by 10:00pm, in accordance with Section 5.14 of the Park Board Procedure By-law.

Meetings of the Board are held at the Park Board Administration Building unless otherwise stated in the meeting notice. Commissioners are expected to attend in person whenever possible, per Section 5.3 of the Procedure By-law.

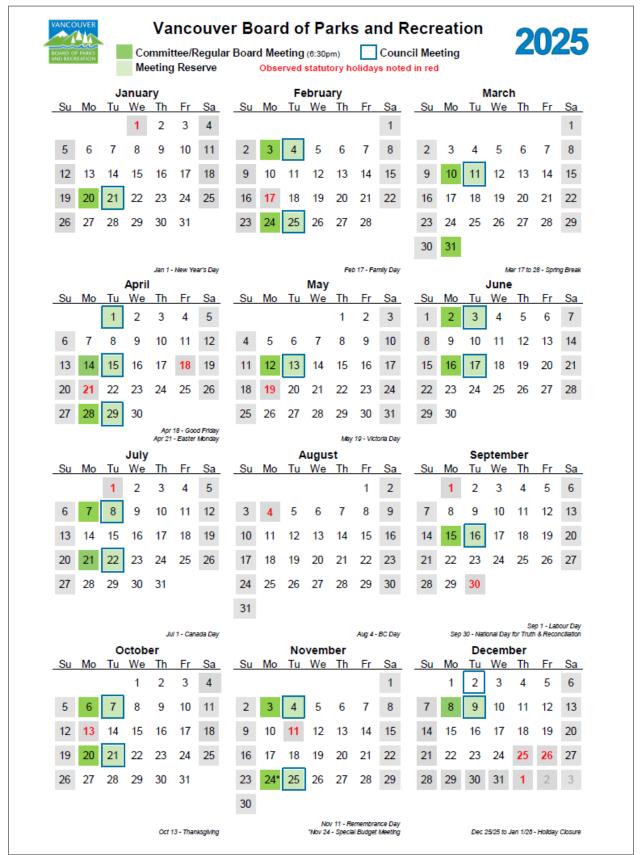
FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

CONCLUSION AND NEXT STEPS

Staff propose the dates outlined in the Recommendation and as noted in Appendix A, be approved as the annual schedule for Regular Board and Board Committee meetings for 2025.

APPENDIX A



Proposed 2025 Park Board Meeting Calendar