



Report Date: October 22, 2025

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: Park Board Meeting Dates – Proposed 2026 Schedule - Adjustments

RECOMMENDATION

THAT the Vancouver Park Board approve the 2026 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 19	February 02 February 23	March 09 March 30
April 13 April 27	May 04 May 25	June 01
July 13 July 27	August break	No meetings per Procedure By-law
October 26	November 02 (Inaugural) November 16 (Special Budget) November 30	December 14

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.

- 3.3 In the year of a general local election, no meetings shall be held between the last day of the nomination period and general voting day.
- 4.1 The General Manager shall convene the Inaugural Board Meeting at 7:00 pm on the first Monday after November 1 following the election of the Commissioners.
- 5.3 Commissioners are expected to attend all meetings of the Board or Board Committee in person, except as provided in “Section 16 – Electronic Meetings”.

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.

Unless otherwise stated in the meeting notice, or if extended by Board resolution, all meetings of the Board will adjourn by 10:00pm. Tuesday evenings following each scheduled meeting are typically held as reserve from 5:30pm to 10:00pm to convene any recessed or rescheduled meetings. When needed, In Camera meetings (meetings closed to the public as per the criteria set in [Section 165.2\(1\)](#) of the [Vancouver Charter](#)), are generally held at 5:30pm on the same evening the public meetings are scheduled, but may be scheduled at other times with at least 48 hours notice provided.

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.

The Board may wish to consider a pause on meetings during the FIFA World Cup period (early June to early July), as reflected in the dates above.

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 2026.

