

Subject: **Municipal Planning Commission Meeting Dates 2025**
 Meeting Date: Tuesday, October 22, 2024
 Prepared By: Carolyn Van der Kuil, Legislative Services Manager
 Presented By: Mike Haugen, CAO

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- N/A

Council Bylaw/Policy (cite)- Bylaw 1784 – Municipal Planning Commission Bylaw

BACKGROUND/PROPOSAL:

Bylaw 1784- Municipal Planning Commission Bylaw states under “Conduct of Business” that the Commission shall hold such meetings as are necessary to fulfill the Commission’s responsibilities.

The Municipal Planning Commission currently holds their meetings on the fourth Thursday of every month.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

The only following dates conflict:

January 2025- The fourth Thursday is scheduled on the day when the Agricultural Service Board will be travelling back from Conference. The best alternate date for this meeting is on Thursday, January 30th, 2025.

October 2025- The fourth Thursday is the week in between election and the Organizational Meeting. Administration recommends moving this date to Thursday, November 6th.

December 2025- The fourth Thursday falls on December 25th. The best alternate date for this meeting would be Thursday, December 18th, 2025.

FINANCIAL & STAFFING IMPLICATIONS:

N/A

RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)

Tools:	Individual Notification	Other:	
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ATTACHMENTS:

Calendar Plan for 2025



COUNCIL OPTIONS:

1. To approve the recommendations to the Council Calendar
2. To amend the recommendations to the Council Calendar
3. To receive as information.

RECOMMENDED MOTION:

That Council approve the scheduling of the 2025 Municipal Planning Commission meetings on the fourth Thursday of each month in 2025 with the exception of:

- The January meeting to be held on January 30th, 2025
- The October meeting to held on November 6, 2025
- The December meeting to be held on December 18th, 2025

FOLLOW-UP ACTIONS:

Administration will Advertise dates on our website and local newspaper.

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved-

