



**COUNCIL MEETING SCHEDULE – NOVEMBER 2024 TO NOVEMBER 2025**

**Issue**

Regular Council Meetings and the annual Organizational Meeting will be held as per the 2024/2025 Town of Okotoks Council Meeting Dates calendar.

**Motion Proposed by Administration**

That the 2024/2025 Town of Okotoks Council Meeting Dates calendar be adopted as presented.

**Report, Analysis and Financial Implications**

In accordance with Council's Procedure Bylaw 12-22, Regular Council Meetings are held on the second and fourth Monday of each month, except for one meeting in July, August, and December. Where a Regular Council Meeting falls on a holiday, the meeting will be held the following day.

Governance and Priorities Committee (GPC) meetings have been captured on the calendar for information. The GPC Terms of Reference outlines that meetings be scheduled the third Monday of each month, or when called by the Mayor, however it has been the practice of the GPC to not meet in July, August and November (due to annual budget meetings).

The calendar also includes other dates such as the 2024 Annual Budget Council Meeting and the 2025 Organizational Meeting for information.

2025 is a general election year and in alignment with the Procedure Bylaw, no council meetings will be scheduled after the close of Nomination Day, unless there is an urgent issue that requires a Special Council meeting.

**Governing Policies/Bylaws/Legislation or Agreements**

Procedure Bylaw 12-22

Committees Bylaw 04-24

**Attachment(s)**

1. 2024/2025 Town of Okotoks Council Meeting Dates Calendar

Prepared by:  
Legislative Affairs  
October 22, 2024