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Halifax, Nova Scotia
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Item No. 12.1.1
Executive Standing Committee
October 23, 2017

TO: Chair and Members of the Executive Standing Committee

ORIGINAL SIGNED

SUBMITTED BY:

Kevin Arjoon, Municipal Clerk

DATE: July 27, 2017

SUBJECT: **2018 Council Meeting Schedule**

ORIGIN

It is the practice for Regional Council to adopt a schedule outlining meetings of Regional Council for the forthcoming year.

LEGISLATIVE AUTHORITY

Administrative Order 1, *Respecting the Procedures of the Council*, Schedule 6, Executive Standing Committee Terms of Reference, Section 8:

General Governance of the Council

8. The Executive Standing Committee shall act as a review committee for matters related to the general self-governance and administration of the Council as directed by the Council.

RECOMMENDATION

It is recommended that the Executive Standing Committee recommend that Halifax Regional approve the proposed 2018 Council meeting scheduled as outlined in Attachment 1.

BACKGROUND

In accordance with Administrative Order One, Section 8, regular Council sessions are held on Tuesdays at an hour deemed appropriate by the Mayor and Chief Administrative Officer (CAO) jointly. Regularly scheduled meetings of Regional Council may be cancelled with the agreement of the Mayor and CAO or may be added with appropriate notice provided it is done in accordance with the HRM Charter and Administrative Order One.

DISCUSSION

Since amalgamation Regional Council has adopted a meeting schedule for the coming year. This process allows members of Council, staff and the public to be notified and plan in advance for Regional Council meetings.

Since 2014, Regional Council has adopted a modified bi-weekly meeting schedule for Regional Council meetings. The proposed modified bi-weekly schedule provided as Attachment 1 of this report, proposes twenty-five (25) regular meetings and takes into account statutory holidays, March Break, meetings of Federation of Canadian Municipalities (FCM), Union of Nova Scotia Municipalities (UNSM), and the number of meetings provided for in 2017.

FINANCIAL IMPLICATIONS

There are no budget implications associated with the recommended course of action.

RISK CONSIDERATION

A delay in approval could result in additional delays for other meeting schedules, as consideration of the approved Council schedule is used when proposing other Committee meeting dates.

COMMUNITY ENGAGEMENT

The 2018 meeting schedule for Halifax Regional Council, once adopted, is posted online at Halifax.ca to enable members of the public and media to have access to the meeting schedule, agendas and reports the Friday prior to the Regional Council meeting.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications associated with the recommended course of action.

ALTERNATIVES

The Executive Standing Committee may recommend and/or adjust the proposed 2018 Regional Council meeting schedule as they see fit for recommendation to Halifax Regional Council.

ATTACHMENTS

Attachment 1 – Proposed Modified bi-weekly 2018 Council Schedule

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Laura Lewis, Council Coordinator, Office of Municipal Clerk, 902.490.6525

2018 HALIFAX REGIONAL COUNCIL SCHEDULE

Meetings of Regional Council are scheduled to commence at 10:00 a.m. with final meeting time to be confirmed at the approval of the agenda.

MONTH	DATE	MEETING	MONTH	DATE	MEETING
January	January 2	No Scheduled Meeting	July	July 3	No Scheduled Meetings
	January 9	No Scheduled Meeting		July 10	
	January 16	Regional Council		July 17	Regional Council
	January 23	No Scheduled Meeting		July 24	No Scheduled Meeting
	January 30	Regional Council		July 31	Regional Council
February	February 6	No Scheduled Meeting (FCM Sustainable Communities Conference – Feb. 6-8)	August	August 7	No Scheduled Meeting
	February 13	Regional Council		August 14	Regional Council
	February 20	No Scheduled Meeting		August 21	No Scheduled Meetings
	February 27	Regional Council		August 28	No Scheduled Meetings
March	March 6	Regional Council	September	September 4	Regional Council
	March 13	No Scheduled Meeting (March Break)		September 11	No Scheduled Meeting
	March 20	Regional Council		September 18	Regional Council
	March 27	Regional Council		September 25	No Scheduled Meeting
April	April 3	No Scheduled Meeting (Easter)	October	October 2	Regional Council
	April 10	Regional Council		October 9	No Scheduled Meeting (Thanksgiving)
	April 17	No Scheduled Meeting		October 16	Regional Council
	April 24	Regional Council		October 23	No Scheduled Meeting
May	May 1	No Scheduled Meeting	November	October 30	Regional Council
	May 8	Regional Council		November 6	No Scheduled Meeting (UNSM Conference Nov. 6-9)
	May 15	No Scheduled Meeting		November 13	Regional Council
	May 22	Regional Council		November 20	No Scheduled Meeting
	May 29	No Scheduled Meeting (FCM May 31 - June 3)		November 27	Regional Council
June	June 5	Regional Council	December	December 4	Regional Council
	June 12	No Scheduled Meeting		December 11	Regional Council
	June 19	Regional Council		December 18	No Scheduled Meetings
	June 26	No Scheduled Meeting		December 25	No Scheduled Meetings

Other Dates:

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| • January 1 – New Years Day | • July 1 – Canada Day (Observed July 2) | • November 11 – Remembrance Day (Observed Nov. 12) |
| • February 19 – Heritage Day | • August 6 – Natal Day | • December 25 – Christmas |
| • March 30 – Good Friday | • September 3 – Labour Day | • December 26 – Boxing Day |
| • April 2 – Easter Monday | • October 8 - Thanksgiving | |
| • May 21 – Victoria Day | | |