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Item No. 9.1
Heritage Advisory Committee
November 22, 2017

TO: Chair and Members of the Heritage Advisory Committee

Original signed

SUBMITTED BY:

Kevin Arjoon, Municipal Clerk

DATE: November 14, 2017

SUBJECT: **2018 Heritage Advisory Committee Meeting Schedule**

ORIGIN

It is the practice for the Heritage Advisory Committee (HAC) to adopt a schedule of meetings for the upcoming year.

LEGISLATIVE AUTHORITY

Halifax Regional Municipality By-Law Number H-200, *Respecting the Establishment of a Heritage Advisory Committee and a Civic Registry of Heritage Property*, Section 5:

“The Committee shall meet at least once in each month. The Committee may meet as well at the call of the Chairman or at the request of one-third of the members of the Committee.”

RECOMMENDATION

It is recommended that the Heritage Advisory Committee approve the proposed 2018 meeting schedule as outlined in Attachment 1 to this report.

BACKGROUND

In accordance with Section 5 of By-Law H-200, the Heritage Advisory Committee shall meet monthly. The Committee has traditionally meets the 4th Wednesday of each month in Halifax Hall, City Hall, 1841 Argyle Street at 3:00 p.m.

DISCUSSION

The proposed 2018 meeting schedule, provided as Attachment 1 of this report, proposes 11 regular meetings and takes into account statutory holidays, Council March Break, conferences of Federation of Canadian Municipalities (FCM), and Union of Nova Scotia Municipalities (UNSM). The approval of this schedule will allow members of the Heritage Advisory Committee, Regional Council, staff and the public to be notified and plan in advance for meetings. The Chair of the Heritage Advisory Committee, with input from staff, has the authority to cancel a scheduled meeting should it be deemed unnecessary. A special meeting for a time sensitive matter may be called with appropriate notice, provided it is done in accordance with the HRM Charter and Administrative Order One.

FINANCIAL IMPLICATIONS

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

RISK CONSIDERATION

There are no risks associated with the recommended course of action.

COMMUNITY ENGAGEMENT

The 2018 meeting schedule for the Heritage Advisory Committee, once adopted, is posted to the HRM calendar at Halifax.ca to enable members of the public and media to have access to the meeting schedule, agendas and reports.

ENVIRONMENTAL IMPLICATIONS

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

ALTERNATIVES

The Heritage Advisory Committee may recommend and/or adjust the proposed 2018 meeting schedule as they see fit.

ATTACHMENTS

Attachment 1 – Proposed 2018 Heritage Advisory Committee Meeting 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 Jennifer Weagle, Legislative Assistant, weaglej@halifax.ca or 902-490-6517

Attachment No. 1

**HERITAGE ADVISORY COMMITTEE
Proposed 2018 Meeting Schedule**

DATE: 4TH Wednesday of each month
TIME: 3:00 p.m. – 5:00 p.m.
LOCATION: Halifax Hall, City Hall, 1841 Argyle Street, Halifax
(Media Room if Halifax Hall is unavailable)

The proposed regular monthly meetings dates for the Heritage Advisory Committee for 2018 are as follows:

January 24
February 28
March 28
April 25
May 23
June 27
July 25
August 22
September 26
October 24
November 28
December – meeting only if required