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Item No. 13.1.1
Harbour East-Marine Drive Community Council
December 7, 2017

TO: Chair and Members of Harbour East-Marine Drive Community Council

SUBMITTED BY: ORIGINAL SIGNED

Krista Vining, Legislative Assistant

DATE: November 16, 2017

SUBJECT: 2018 Harbour East-Marine Drive Community Council Meeting Schedule

ORIGIN

It is the practice for the Harbour East Marine Drive Community Council (HEMDCC) to adopt a schedule of meetings for the upcoming year.

LEGISLATIVE AUTHORITY

Administrative Order 1, *Respecting the Procedures of the Council*, Schedule 8, Community Councils Rules Governing Meetings, Section 3:

- (1) *There shall be ten (10) regular meetings of a Community Council each year.*
- (4) *There shall be no regular meetings of a Community Council during the months of July and August unless the Community Council, by resolution, establishes a summer meeting schedule.*

RECOMMENDATION

It is recommended that Harbour East-Marine Drive Community Council approve the proposed 2018 meeting schedule as outlined in Attachment 1 to this report.

BACKGROUND

In accordance with Section 8 of the Community Councils Rules Governing Procedures, Harbour East-Marine Drive Community Council (HEMDCC) shall meet no less than ten (10) times annually. The Committee meets the 1st Thursday of each month in the HEMDCC Meeting Space, Main Floor Alderney Gate, 60 Alderney Drive, Dartmouth from 6:00 p.m. to 8:00 p.m.

DISCUSSION

The proposed 2018 schedule provided as Attachment 1 of this report, proposes 10 regular meetings and 2 'if required', and takes into account statutory holidays, March Break, meetings of Federation of Canadian Municipalities (FCM), and Union of Nova Scotia Municipalities (UNSM). The approval of this schedule will allow members of Council, staff and the public to be notified and plan in advance for meetings. The Chair of the Community Council, with input from staff, has the authority to cancel a scheduled meeting should it be deemed necessary. 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 budget implications associated with the recommended course of action.

RISK CONSIDERATION

A delay in approval could result in additional delays for other HRM Committee meeting schedules, as the Community Council schedule may impact the timing of other Committee meeting times and dates.

COMMUNITY ENGAGEMENT

The 2018 meeting schedule for the Community Council, 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 Community Council may recommend and/or adjust the proposed 2018 meeting schedule as they see fit.

ATTACHMENTS

Attachment 1 – Proposed 2018 Harbour East-Marine Drive Community Council 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: Krista Vining, Legislative Assistant, Office of Municipal Clerk, 902.490.6519

Proposed 2018 Meeting Schedule Harbour East-Marine Drive Community Council

Dates: 1st Thursday of each month

Time: 6:00 p.m. – 8:00 p.m.

Location: Harbour East-Marine Drive Community Council meeting space, main floor
Alderney Gate, 60 Alderney Drive, Dartmouth

January 4

February 1

March 1

April 5

May 3

June 6

July 5 if required

August 2 if required

September 6

October 4

November 1

December 6

Other Dates:

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