



P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Item No. 10.1.2**  
**Regional Watersheds Advisory Board**  
**January 10, 2018**

**TO:** Chair and Members of the Regional Watersheds Advisory Board

**SUBMITTED BY:** **ORIGINAL SIGNED**  
\_\_\_\_\_  
Krista Vining, Legislative Assistant

**DATE:** January 2, 2018

**SUBJECT:** **2018 Regional Watersheds Advisory Board Meeting Schedule**

---

**ORIGIN**

It is the practice for the Regional Watersheds Advisory Board (RWAB) to adopt a schedule of meetings for the upcoming year.

**LEGISLATIVE AUTHORITY**

Administrative Order 1, *Respecting the Procedures of the Council*, Regional Watersheds Advisory Board Terms of Reference:

*The Board shall meet monthly or as required to conduct the business of the Board. Additional meetings may be schedule at the discretion of the Chair in consultation with the Clerk's Office.*

**RECOMMENDATION**

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

## **BACKGROUND**

In accordance with the Regional Watersheds Advisory Board Terms of Reference, the Board shall meet monthly or as required to conduct the business of the Board. The Board meets the 2<sup>nd</sup> Wednesday of each month at the Alderney Public Library, 60 Alderney Drive, Dartmouth from 5:00 p.m. to 7:00 p.m.

## **DISCUSSION**

The proposed 2018 schedule provided as Attachment 1 of this report, proposes 10 regular meetings and takes into account statutory holidays, March Break, meetings of Federation of Canadian Municipalities (FCM), and Union of Nova Scotia Municipalities (UNSM). To better accommodate the growing Board, as well as, staff and the public, the Clerk's Office is proposing meetings be held in the HEMDCC Meeting Space, Main Floor Alderney Gate, 60 Alderney Drive, Dartmouth. 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 Board, 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 Regional Watersheds Advisory Board schedule may impact the timing of other Committee meeting times and dates.

## **COMMUNITY ENGAGEMENT**

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

## **ATTACHMENTS**

Attachment 1 – Proposed 2018 Regional Watersheds Advisory Board Meeting Schedule

---

A copy of this report can be obtained online at [halifax.ca](http://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  
Regional Watersheds Advisory Board**

**Date:** 2<sup>nd</sup> Wednesday of the Month

**Time:** 5:00 p.m. – 7:00 p.m.

**Location:** HEMDCC Meeting Space, Main Floor Alderney Gate, 60 Alderney Drive, Dartmouth

January 10

February 14

March 14 \*March Break 12-16

April 11

May 9

June 13

July 11

August – No meeting

September 12

October 10

November 14

December – No meeting