



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

Item No. 14.3.1
Halifax Regional Council
October 2, 2018

TO: Mayor Savage and Members of Halifax Regional Council

SUBMITTED BY: Original Signed
Mayor Savage, Chair, and Members of the Executive Standing Committee

DATE: September 20, 2018

SUBJECT: 2019 Council Meeting Schedule

ORIGIN

Motion from the September 20, 2018 Executive Standing Committee Meeting.

LEGISLATIVE AUTHORITY

Administrative Order One - Procedures of the Council Administrative Order, 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

The Executive Standing Committee recommends that Halifax Regional Council approve the proposed 2019 Council meeting scheduled as outlined in Attachment 1 of the staff report dated August 14, 2018.

BACKGROUND/DISCUSSION

A report dated August 14, 2018 was before the Executive Standing Committee at the meeting held on September 20, 2018. After a brief discussion, the committee approved the staff recommendation.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

RISK CONSIDERATION

No risks identified.

COMMUNITY ENGAGEMENT

The Executive Standing Committee is comprised of seven duly elected officials. Meetings are held in public unless otherwise indicated and the agenda and materials are posted to the HRM website. In addition, the Executive Standing Committee meeting is webcasted, and a meeting video is posted to the committee webpage after the meeting.

ENVIRONMENTAL IMPLICATIONS

No environmental implications identified.

ALTERNATIVES

The Committee did not provide alternatives.

ATTACHMENTS

Attachment 1: Staff report dated August 14, 2018.

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: Phoebe Rai, Legislative Assistant 902-490-6517



P.O. Box 1749
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Item No. 12.1.3
Executive Standing Committee
September 20, 2018

TO: Chair and Members of the Executive Standing Committee

SUBMITTED BY: **ORIGINAL SIGNED**

Martin Ward, Q.C., A/Director, Legal, Municipal Clerk & External Affairs
ORIGINAL SIGNED

Jacques Dubé, Chief Administrative Officer

DATE: August 14, 2018

SUBJECT: **2019 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 Council approve the proposed 2019 Council meeting schedule 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), Nova Scotia Federation of Municipalities (NSFM), and the number of meetings provided for in 2018.

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 2019 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 2019 Regional Council meeting schedule as they see fit for recommendation to Halifax Regional Council.

ATTACHMENTS

Attachment 1 – Proposed Modified bi-weekly 2019 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

ORIGINAL SIGNED

Report Approved by: _____
Kevin Arjoon, Municipal Clerk, 902.490.4210

2019 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 1	No Scheduled Meeting (New Year's Day)	July	July 2	No Scheduled Meetings
	January 8	No Scheduled Meeting		July 9	
	January 15	Regional Council		July 16	Regional Council
	January 22	No Scheduled Meeting		July 23	No Scheduled Meeting
	January 29	Regional Council		July 30	Regional Council
February	February 5	No Scheduled Meeting	August	August 6	No Scheduled Meeting
	February 12	Regional Council		August 13	Regional Council
	February 19	No Scheduled Meeting		August 20	No Scheduled Meetings
	February 26	Regional Council		August 27	No Scheduled Meetings
March	March 5	No Scheduled Meeting	September	September 3	No Scheduled Meeting (Labour Day)
	March 12	Regional Council		September 10	Regional Council
	March 19	No Scheduled Meeting (March Break)		September 17	No Scheduled Meeting
	March 26	Regional Council		September 24	Regional Council
April	April 2	Regional Council	October	October 1	No Scheduled Meeting
	April 9	No Scheduled Meeting		October 8	Regional Council
	April 16	Regional Council		October 15	No Scheduled Meeting (Thanksgiving)
	April 23	No Scheduled Meeting (Easter)		October 22	Regional Council
	April 30	Regional Council		October 29	Regional Council
May	May 7	No Scheduled Meeting	November	November 5	No Scheduled Meeting (NSFM Nov 6-9)
	May 14	Regional Council		November 12	Regional Council
	May 21	Regional Council		November 19	No Scheduled Meeting
	May 28	No Scheduled Meeting (FCM May 30 - June 2)		November 26	Regional Council
June	June 4	Regional Council	December	December 3	Regional Council
	June 11	No Scheduled Meeting		December 10	Regional Council
	June 18	Regional Council		December 17	No Scheduled Meetings
	June 25	No Scheduled Meeting		December 24	
December 31					

Other Dates:

- January 1 – New Years Day
- February 18 – Heritage Day
- April 19 – Good Friday
- April 22 – Easter Monday
- May 20 – Victoria Day
- July 1 – Canada Day
- August 5 – Natal Day
- September 2 – Labour Day
- October 14 - Thanksgiving
- November 11 – Remembrance Day
- December 25 – Christmas
- December 26 – Boxing Day

Note: the next FCM Sustainable Communities Conference is scheduled for October 19-21, 2020.