



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

**Item No. 12.1.1**  
**Community Planning & Economic Development Standing Committee**  
**November 15, 2018**

**TO:** Chair and Members of the Community Planning & Economic Development Standing Committee

Original Signed

**SUBMITTED BY:**

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Liam MacSween, Legislative Assistant

**DATE:** November 7, 2018

**SUBJECT:** **2019 Community Planning and Economic Development Standing Committee Meeting Schedule**

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**ORIGIN**

It is the practice for the Community Planning & Economic Development Standing Committee to adopt an schedule outlining meetings for the forthcoming year.

**LEGISLATIVE AUTHORITY**

Administrative Order 1, *Respecting the Procedures of the Council*, Schedule 3, Community Planning & Economic Development Standing Committee Terms of Reference, Section 8:

**Administration and Procedures**

8. The Community Planning and Economic Development Standing shall meet no less than four (4) times annually, preferably monthly, or as determined by the Committee.

**RECOMMENDATION**

It is recommended that the Community Planning and Economic Development Standing Committee approve the proposed 2019 meeting schedule as outlined in Attachment A of this report.

## **BACKGROUND**

In accordance with Section 8, of the Community Planning and Economic Development Standing Committee (CPED) Terms of Reference, CPED shall meet no less than four times annually. The Community Planning and Economic Development Standing Committee meets on the third (3<sup>rd</sup>) Thursday of the month, in Council Chamber, 3<sup>rd</sup> Floor City Hall, 1841 Argyle Street Halifax from 10:00 a.m. to 12:00 p.m.

## **DISCUSSION**

The proposed 2019 schedule provided as Attachment A 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), Nova Scotia Federation of Municipalities (**NSFM**) and Halifax Regional Council. The approval of this schedule will allow Standing Committee members, staff and the public to be notified and plan in advance for meetings. The Chair of the Community Planning and Economic Development Standing Committee, 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 meeting schedules, as consideration of the approved Community Planning and Economic Development Standing Committee schedule may be used when proposing other Committee meeting dates.

## **COMMUNITY ENGAGEMENT**

The 2019 meeting schedule for the Community Planning & Economic Development Standing Committee, 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 meeting.

## **ENVIRONMENTAL IMPLICATIONS**

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

## **ALTERNATIVES**

The Community Planning & Economic Development Standing Committee may recommend and/or adjust the proposed 2019 meeting schedule as they see fit.

## **ATTACHMENTS**

Attachment A – Proposed 2019 Community Planning & Economic Development Standing Committee Meeting Schedule

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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: Liam MacSween, Legislative Assistant, Office of Municipal Clerk, 902.490.6521

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**Proposed  
Community Planning & Economic Development Standing Committee  
2019 Meeting Schedule**

Council Chamber  
3<sup>rd</sup> Floor, City Hall  
1841 Argyle Street, Halifax

3<sup>rd</sup> Thursday of the month from 10:00 a.m. – 12:00 p.m.

Time, date and location is subject to change.

<b>3<sup>rd</sup> Thursday, 10:00 a.m. - 12:00 p.m.</b>
Thursday, January 17, 2019
Thursday, February 21, 2019
<b>Thursday, March 14, 2019</b>
Thursday, April 18, 2019
Thursday, May 16, 2018
Thursday, June 20, 2018
Thursday, July 18, 2018
August 15, 2019 – <i>If required</i>
Thursday, September 19, 2019
Thursday, October 17, 2019
Thursday, November 21, 2019
<b>Thursday, December 13, 2018 – <i>If required</i></b>

\*March meeting moved to second Thursday due to March Break

\*\*December meeting (if required) moved to second Thursday due to Christmas Holiday