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Item No. 9.1.5
Advisory Committee for Accessibility in HRM
November 19, 2018

TO: Chair and Members of the Advisory Committee for Accessibility in HRM

Original Signed

SUBMITTED BY:

Liam MacSween, Legislative Assistant

DATE: November 14, 2018

SUBJECT: 2019 Advisory Committee for Accessibility in HRM Meeting Schedule

ORIGIN

It is the practice for the Advisory Committee for Accessibility in HRM to adopt a schedule outlining meetings for the forthcoming year.

LEGISLATIVE AUTHORITY

Administrative Order Number 2017-005-GOV Respecting the Advisory Committee on Accessibility in the Halifax Regional Municipality, section 21:

Meetings

21. The Committee shall meet no less than six times per year, or otherwise as required to fulfill the duties as outlined.

RECOMMENDATION

It is recommended that the Advisory Committee for Accessibility in HRM approve the proposed 2019 meeting schedule as outlined in Attachment 1 of this report.

BACKGROUND

In accordance with Section 21, of Administrative Order Number 2017-005-GOV, Respecting the Advisory Committee on Accessibility in the Halifax Regional Municipality, the committee shall meet no less than six times per year, or otherwise required to fulfill the duties of the committee. The Advisory Committee for Accessibility in HRM meets on the third (3rd) Monday of the month, in Halifax Hall, 2nd Floor City Hall, 1841 Argyle Street Halifax from 4:00 p.m. to 6:00 p.m.

DISCUSSION

It has been the practice of the Advisory Committee for Accessibility in HRM to adopt a meeting schedule for the coming year. This process allows members of committee, staff and the public to be notified and plan in advance for meetings. The Chair of the Advisory Committee for Accessibility in HRM, 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.

The proposed 2019 meeting schedule provided as Attachment 1 of this report proposes six (6) regular meetings and takes into account statutory holidays, March Break, meetings of Federation of Canadian Municipalities (FCM), Federation of Nova Scotia Municipalities (FNSM) and the number of meetings held 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 Advisory Committee for Accessibility in HRM schedule may be used when proposing other Committee meeting dates.

COMMUNITY ENGAGEMENT

The 2019 meeting schedule for the Advisory Committee for Accessibility in HRM, 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 Advisory Committee for Accessibility in HRM may recommend and/or adjust the proposed 2018 meeting schedule as they see fit.

ATTACHMENTS

Attachment 1 – Proposed 2019 Advisory Committee for Accessibility in HRM 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: Liam MacSween, Legislative Assistant, Office of Municipal Clerk, 902.490.6521

**Accessibility Advisory Committee
Proposed 2019 Meeting Schedule**

Date: 3rd Monday of each month (with exceptions noted by *)

Time: 4:00 p.m. to 6:00 p.m.

Location: Halifax Hall, 2nd Floor City Hall, 1841 Argyle Street

January 21

March 25* (Moved to 4th Monday due to March Break)

May 28 * (Moved to 4th Monday due to Victoria Day holiday)

July 15

September 16

November 18

*Meeting time/location subject to change.