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Item No. 10.1.4
Western Common Advisory Committee
October 23, 2019

TO: Chair and Members of Western Common Advisory Committee

SUBMITTED BY: Original Signed
Simon Ross-Siegel, Legislative Assistant, Municipal Clerk's Office

DATE: October 4, 2019

SUBJECT: Proposed 2020 Meeting Schedule

ORIGIN

It is the practice for Western Common Advisory Committee to adopt a schedule of meetings for the upcoming year.

LEGISLATIVE AUTHORITY

Section 16 of the Committee's Terms of Reference – "The Committee shall meet no less than twice annually or otherwise as required to fulfill the duties as outlined."

RECOMMENDATION

It is recommended that Western Common Advisory Committee approve the 2020 Meeting Schedule as outlined in the Discussion section of this report.

BACKGROUND

Past practice of the Western Common Advisory Committee (WCAC) has been to establish a yearly meeting schedule so that Committee members and the public have sufficient notice of meeting dates. In the event that a meeting is not required and is cancelled, the Clerk's Office ensures the Committee members are notified of the meeting cancellation and public notification of the cancellation is done through HRM's website.

DISCUSSION

WCAC has traditionally met on the fourth Wednesday of every second month, from 6:30 p.m. to 8:30 p.m. at the Prospect Road Community Centre, 2141 Prospect Road, Hatchett Lake. At the January 23, 2019 meeting of WCAC, members approved a quarterly meeting schedule for 2019 returning to the Committee's earlier practice of holding quarterly meetings.

Several members spoke at the June 26, 2019 meeting of the Committee in support of finding an alternative meeting date for the July meeting of the Committee due to scheduling challenges.

Where 2020 is an election year, with polls anticipated to open as early as October 6 and the Municipal Election is anticipated for October 17, 2020, Regional Council meetings have not been planned for the month of October. Although there are no restrictions in the Halifax Regional Municipality Charter or the Municipal Elections Act preventing Council from conducting business close to an election, there may be a perceived benefit to incumbents. Similarly, where possible, Board and Committee meetings have not been planned for the month of October.

Therefore, the following meeting dates for 2020 are outlined for the Committee's consideration:

Quarterly

January 22
April 22
August 26 (if required)
November 25

FINANCIAL IMPLICATIONS

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

RISK CONSIDERATION

There are no risks identified.

COMMUNITY ENGAGEMENT

The 2020 meeting schedule for the Western Common Advisory Committee, 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

If the proposed dates and/or time are not suitable for the Committee members, the Committee can consider alternate dates and/or time.

ATTACHMENTS

Attachment: Western Common Advisory Committee (WCAC) 2020 Quarterly 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: Simon Ross-Siegel, Legislative Assistant 902.490.6519

WESTERN COMMON ADVISORY COMMITTEE (WCAC)

2020 QUARTERLY MEETING SCHEDULE

Date: 4th Wednesday of every third Month (**Quarterly**)

Time: 6:30 p.m. – 8:30 p.m.

Location: Prospect Road Community Centre, 2141 Prospect Road, Hatchett Lake

January 22

April 22

August 26 (if required)

November 25