



P.O. Box 1749  
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**Item No. 12.1.2**  
**Community Planning & Economic Development Standing Committee**  
**November 19, 2019**

**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:** October 10, 2019

**SUBJECT:** **2020 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 2020 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 2020 schedule provided as Attachment A of this report, proposes 9 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.

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.

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 2020 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 2020 meeting schedule as they see fit.

**ATTACHMENTS**

Attachment A – Proposed 2020 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  
2020 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 16, 2020
Thursday, February 20, 2020
<b>Thursday, March 12, 2020</b>
Thursday, April 16, 2020
Thursday, May 21, 2020
Thursday, June 18, 2020
Thursday, July 16, 2020
Thursday, August 20, 2020 – <i>If required</i>
Thursday, September 17, 2020
No meeting scheduled for October
Thursday, November 19, 2020
Thursday, December 17, 2020 – <i>If required</i>

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