



P.O. Box 1749  
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**Item No. 9.1.4**  
**Youth Advisory Committee**  
**November 21, 2019**

**TO:** Chair and Members of the Youth Advisory Committee

Original Signed

**SUBMITTED BY:**

\_\_\_\_\_  
Liam MacSween, A/Deputy Municipal Clerk, Municipal Clerk's Office

**DATE:** November 13, 2019

**SUBJECT:** Proposed 2020 Youth Advisory Committee Meeting Schedule

**ORIGIN**

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

**LEGISLATIVE AUTHORITY**

Administrative Order NUMBER 2017-011-GOV respecting the Youth Advisory Committee in the Halifax Regional Municipality, section 22:

**Meetings:**

22. The Committee shall meet no less than six times per year, but not more than ten times per year.

**RECOMMENDATION**

It is recommended that the Youth Advisory Committee approve the 2020 Meeting Schedule as outlined in attachment A of this report.

**BACKGROUND**

In accordance with Administrative Order NUMBER 2017-011-GOV, respecting the Youth Advisory Committee in the Halifax Regional Municipality, section 22 it has been the practice of the Youth Advisory Committee to adopt a yearly meeting schedule. The Youth Advisory Committee meets on the third Thursday of the month, at the Youth Power House, 1606 Bell Road, Halifax from 5:00 p.m. to 7:00 p.m.

## **DISCUSSION**

The proposed 2020 schedule provided as Attachment A of this report, proposes 8 regular meetings and 2 'if required', and takes into account statutory holidays, March Break, and meetings of Halifax Regional Council. The approval of this schedule will allow 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. Similarly, where possible, Board and Committee meetings have not been planned for the month of October.

The Chairs of the Youth Advisory Committee, with input from staff, have 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 Youth Advisory Committee schedule may be used when proposing other Committee meeting dates.

## **COMMUNITY ENGAGEMENT**

The 2020 meeting schedule for the Youth Advisory Committee, once adopted, is posted to the HRM calendar at [Halifax.ca](http://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 A: Proposed Youth Advisory Committee 2020 Meeting Schedule.

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, A/Deputy Municipal Clerk, 902.490.6521

**2020 Proposed Youth Advisory Committee Meeting Schedule**

**Date:** Third Thursday of the Month, except when indicated otherwise

**Time:** 5:00 p.m. to 7:00 p.m.

**Location:** Youth Power House, 1606 Bell Road, Halifax

January 16, 2020

February 20, 2020

March 26, 2020 \*

April 16, 2019

May 21, 2020

June 18, 2020

July 16, 2020 – if required

August 20, 2020 – if required

September 17, 2020

October, 2020 – No meeting scheduled

November 21, 2020

December 2020– No meeting scheduled

**Meeting date and location subject to change**

\*March meeting moved to 4<sup>th</sup> Thursday due to Nova Scotia March Break