



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

Item No. 8.1
Community Design Advisory Committee
November 27, 2019

TO: Chair and Members of Community Design Advisory Committee

ORIGINAL SIGNED

SUBMITTED BY:

Robyn Dean, Legislative Assistant

DATE: November 14, 2019

SUBJECT: 2020 Community Design Advisory Committee Meeting Schedule

ORIGIN

It is the practice for the Community Design Advisory Committee (CDAC) to adopt a schedule of meetings for the upcoming year.

LEGISLATIVE AUTHORITY

Community Design Advisory Committee Terms of Reference under "Meetings" which states: "Meetings will be held monthly (or at a frequency that is necessary to conduct the business of the Committee)".

RECOMMENDATION

It is recommended that the Community Design Advisory Committee approve the proposed 2020 meeting schedule as outlined in Attachment 1 of this report.

BACKGROUND

In accordance with the Committee's terms of reference, CDAC shall meet monthly, or at a frequency that is necessary to conduct the business of the Committee. In 2019, the Committee met the 4th Wednesday of each month in Halifax Hall, City Hall, Halifax from 11:30 am – 1:30 pm.

DISCUSSION

It is recommended that the Community Design Advisory Committee approve an annual meeting schedule for 2020 as provided in Attachment 1 of this report. Subject to the advice and/or information provided by planning staff, the Committee may wish to amend the proposed meeting schedule.

FINANCIAL IMPLICATIONS

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

RISK CONSIDERATION

There are no significant risks associated with this report.

COMMUNITY ENGAGEMENT

The 2020 meeting schedule for the 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

The Committee may recommend and/or adjust the proposed 2020 meeting schedule as they see fit.

ATTACHMENTS

Attachment 1 – Proposed 2020 Community Design Advisory Committee 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: Robyn Dean, Legislative Assistant, 902.490.6520

Proposed 2020 Community Design Advisory Committee Meeting Schedule

Date: Fourth Wednesday of the Month, except when indicated

Time: 11:30 am – 1:30 pm

Location: Halifax Hall, 2nd Floor City Hall, 1841 Argyle Street, Halifax **OR** Duke Boardroom, 3rd Floor Duke Tower, 5251 Duke St, Halifax (marked with *)

January 22, 2020*

February 26, 2020

March 25, 2020

April 22, 2020

May 27, 2020

June 24, 2020

July 22, 2020

August 26, 2020

September 23, 2020

November 25, 2020

December 16, 2020 (in light of holiday schedules)

Other Dates:

- January 1 – New Years Day
- February 18 – Heritage Day
- April 19 – Good Friday
- April 22 – Easter Monday
- May 20 – Victoria Day
- July 1 – Canada Day
- August 5 – Natal Day
- September 2 – Labour Day
- October 14 - Thanksgiving
- November 11 – Remembrance Day
- December 25 – Christmas
- December 26 – Boxing Day