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Item No. 9.1.4
Advisory Committee on Accessibility in HRM
December 16, 2019

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

SUBMITTED BY: Original Signed
Judith Ng'ethe, Legislative Assistant

DATE: November 7, 2019

SUBJECT: 2020 Advisory Committee on Accessibility in HRM Meeting Schedule

ORIGIN

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

LEGISLATIVE AUTHORITY

The Advisory Committee on Accessibility in HRM Terms of Reference (Administrative Order Number 2017-005-GOV) Section 21 which states: "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 on Accessibility in HRM approve the proposed 2020 meeting schedule as outlined in Attachment 1 of this report.

BACKGROUND

Past practice of the Advisory Committee on Accessibility in HRM 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. The Advisory Committee on Accessibility in HRM typically meets on the third Monday of the month from 4:00 to 6:00 p.m. in Halifax Hall, 2nd Floor, City Hall, 1841 Argyle Street, Halifax.

As 2020 is an election year, with polls anticipated to open as early as October 6, 2020 and the Municipal Election 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.

DISCUSSION

The proposed 2020 meeting schedule provided as Attachment 1 of this report, proposes 9 regular meetings and 2 'if required' meetings, 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, as well as the number of meetings held in 2019.

The approval of this schedule will allow members of the Advisory Committee on Accessibility in HRM, staff and the public to be notified and plan in advance for meetings. The Chair of the 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

None identified.

COMMUNITY ENGAGEMENT

The 2020 meeting schedule for the Advisory Committee on 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 on Accessibility in HRM may recommend and/or adjust the proposed 2020 meeting schedule as they see fit.

ATTACHMENTS

Attachment 1 – Proposed 2020 Advisory Committee on 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: Judith Ng'ethe, Legislative Assistant, Office of Municipal Clerk, 902.490.6517

**Proposed
Advisory Committee on Accessibility in HRM
2020 Meeting Schedule**

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

Third Monday of the month from 4:00 p.m. – 6:00 p.m.

Time, date and location are subject to change.

3rd Monday, 4:00 p.m. - 6:00 p.m.
Monday, January 20, 2020
Monday, February 24, 2020*
Monday, March 23, 2020**
Monday, April 20, 2020
Monday, May 25, 2020***
Monday, June 15, 2020
Monday, July 20, 2020 – if required
Monday, August 17, 2020
Monday, September 21, 2020
<i>No meeting in October, 2020</i>
Monday, November 16, 2020
Monday, December 21, 2020 – if required

*February meeting moved to 4th Monday as 3rd Monday of February is Nova Scotia Heritage Day.

** March meeting moved to 4th Monday as 3rd Monday of March falls on March Break.

*** May meeting moved to 4th Monday as 3rd Monday of May is Victoria Day.