



P.O. Box 1749
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Item No. 9.1.1
Regional Watersheds Advisory Board
Special Meeting
December 10, 2020

TO: Chair and Members of the Regional Watersheds Advisory Board

Original Signed

SUBMITTED BY:

Haruka Aoyama, Legislative Assistant

DATE: November 26, 2020

SUBJECT: Proposed 2021 Regional Watersheds Advisory Board Meeting Schedule

ORIGIN

It is the practice of the Regional Watersheds Advisory Board (RWAB) to adopt a schedule of meetings for the upcoming year.

LEGISLATIVE AUTHORITY

Administrative Order 1, *Respecting the Procedures of the Council*, Regional Watersheds Advisory Board Terms of Reference:

The Board shall meet monthly or as required to conduct the business of the Board. Additional meetings may be schedule at the discretion of the Chair in consultation with the Clerk's Office.

RECOMMENDATION

It is recommended that Regional Watersheds Advisory Board approve the proposed 2021 Meeting Schedule as outlined in attachment A of this report.

BACKGROUND

In accordance with the Regional Watersheds Advisory Board Terms of Reference, the Board shall meet monthly or as required to conduct the business of the Board. The Board meets the 2nd Thursday of each month from 5:00 p.m. to 7:00 p.m. in the HEMDCC Meeting Space, Main Floor Alderney Gate, 60 Alderney Drive, Dartmouth.

In accordance with the July 29, 2020 direction of the Minister of Municipal Affairs and Housing under section 14 of the *Emergency Management Act*, this meeting is being held virtually until further notice.

DISCUSSION

The proposed 2021 meeting schedule provided as Attachment A of this report proposes 12 regular meetings and takes into account statutory holidays, March Break and 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.

The Chair of the Regional Watersheds Advisory Board, 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 HRM Committee meeting schedules, as the Regional Watersheds Advisory Board schedule may impact the timing of other Committee meeting times and dates.

COMMUNITY ENGAGEMENT

The 2021 meeting schedule for the Regional Watersheds Advisory Board, 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 Board members, the Board can consider alternate dates and/or time.

ATTACHMENTS

Attachment A: Proposed 2021 Regional Watersheds Advisory Board 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: Haruka Aoyama, Legislative Assistant, 902.490.6517

Proposed 2021 Meeting Schedule Regional Watersheds Advisory Board

Date: 2nd Thursday of the Month

Time: 5:00 p.m. – 7:00 p.m.

Location: Virtual

**Should the Committee resume meeting in person, meetings will be held in HEMDCC Meeting Space, Main Floor Alderney Gate, 60 Alderney Drive, Dartmouth OR Maxine Tynes Room, 2nd Floor Alderney Public Library, 60 Alderney Drive, Dartmouth*

January 14, 2021

February 11, 2021

March 11, 2021

April 8, 2021

May 13, 2021

June 10, 2021

July 8, 2021

August 12, 2021

September 9, 2021

October 14, 2021

November 18, 2021 (moved to 3rd Thursday due to Remembrance Day)

December 9, 2021

Other Dates:

- January 1 – New Years Day
- February 15 – Heritage Day
- March 15-19 – March Break
- April 2 – Good Friday
- April 5 – Easter Monday
- May 24 – Victoria Day
- July 1 – Canada Day
- August 2 – Natal Day
- September 6 – Labour Day
- October 11 - Thanksgiving
- November 11 – Remembrance Day
- December 25 – Christmas (Monday, Dec 27th closed)
- December 26 – Boxing Day (Tuesday, December 28th closed)