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Item No.7.1.2
Halifax Peninsula Planning Advisory Committee
December 14, 2020

TO: Chair and Members of Halifax Peninsula Planning Advisory Committee

SUBMITTED BY: Original Signed
Andrea Lovasi-Wood, Legislative Assistant, Municipal Clerk's Office

DATE: December 9, 2020

SUBJECT: 2021 Halifax Peninsula Planning Advisory Committee Meeting Schedule

ORIGIN

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

LEGISLATIVE AUTHORITY

Section 6.1 of the Committee's Terms of Reference – "The Planning Advisory Committee shall meet at least once monthly or as required to conduct the business of the Committee. Additional meetings may be scheduled at the discretion of the Chair in consultation with staff."

RECOMMENDATION

It is recommended that Halifax Peninsula Planning Advisory Committee approve the 2021 Meeting Schedule as outlined in the Discussion section of this report.

BACKGROUND

Past practice of the Halifax Peninsula Planning Advisory Committee (HPPAC) 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.

DISCUSSION

The HPPAC has traditionally met on the fourth Monday of every month, from 4:30 p.m. to 6:30 p.m. in Halifax Hall, Main Floor City Hall, 1841 Argyle Street, Halifax. Therefore, based on past practice, meeting dates and locations are proposed for 2021 as outlined in Attachment A of this report.

FINANCIAL IMPLICATIONS

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

RISK CONSIDERATION

There are no risks identified.

COMMUNITY ENGAGEMENT

The 2021 meeting schedule for the Halifax Peninsula Planning Advisory 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

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: Halifax Peninsula Planning Advisory Committee (HPPAC) Proposed 2021 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: Liam Power, Legislative Support Assistant, Office of Municipal Clerk, 902.490.6521

HALIFAX PENINSULA PLANNING ADVISORY COMMITTEE (HPPAC)

PROPOSED 2021 MEETING SCHEDULE

Date: 4th Monday of the Month (**Monthly**)

Time: 4:30 p.m. – 6:30 p.m.

Locations: Virtual

**Should the Committee resume meeting in person, meetings will be held at Halifax Hall, 2nd Floor City Hall, 1841 Argyle Street, Halifax.*

January 25, 2021

February 22, 2021

March 22, 2021

April 26, 2021

May 17, 2021 – *One week early due to Victoria Day*

June 28, 2021

July 26, 2021 – *if required*

August 23, 2021 – *if required*

September 27, 2021

October 25, 2021

November 22, 2020

December 13, 2020 – *Two weeks early due to Christmas*

Please be advised that meeting time and location are subject to change

Other Dates:

January 1 – New Year's Day

February 15 – Heritage Day

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 Day

November 11 – Remembrance Day

December 25 – Christmas Day

December 26 – Boxing Day