

Item No. 9.1.2
Heritage Standing Committee
December 9, 2020

TO: Chair and Members of the Heritage Advisory Committee

SUBMITTED BY: -Original Signed-
Liam Power, Legislative Support Assistant

DATE: December 3, 2020

SUBJECT: 2021 Heritage Advisory Committee Meeting Schedule

ORIGIN

It is the practice for the Heritage Advisory Committee to adopt a schedule outlining meetings for the forthcoming year.

LEGISLATIVE AUTHORITY

Administrative Order One, *Respecting the Procedures of the Council*, Schedule 7, Heritage Advisory Committee Terms of Reference, Section 10:

Administration and Procedures

10. The Heritage Advisory Committee shall meet no less than four (4) times annually, preferably monthly, or as determined by the Committee.

RECOMMENDATION

It is recommended that the Heritage Advisory Committee approve the proposed 2021 meeting schedule as outlined in Attachment 1 of this report.

BACKGROUND

In accordance with Section 10 of the Heritage Advisory Committee Terms of Reference, the Heritage Advisory Committee shall meet no less than four times annually, preferably monthly, or as determined by the Committee. The Heritage Advisory Committee meets on the fourth Wednesday of the month, in Council Chamber, 3rd Floor, City Hall, 1841 Argyle Street, Halifax from 3:00 p.m. to 5:00 p.m.

DISCUSSION

It has been the practice of the Heritage Advisory Committee to adopt a meeting schedule for the coming year. This process allows members of Council, staff and the public to be notified and plan in advance for meetings. The Chair of the Heritage Advisory 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 Halifax Regional Municipality Charter and Administrative Order One.

The proposed 2021 meeting schedule, provided as Attachment 1 of this report, proposes twelve regular meetings and takes into account statutory holidays, March Break, meetings of Federation of Canadian Municipalities (FCM), Nova Scotia Federation of Municipalities (NSFM), the Canadian Urban Transit Association conference (CUTA) and the number of meetings provided for in 2021.

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 Heritage Advisory Committee schedule may be used when proposing other Committee meeting dates.

COMMUNITY ENGAGEMENT

The 2021 meeting schedule for the Heritage Advisory Committee, 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 Heritage Advisory Committee may recommend and/or adjust the proposed 2021 meeting schedule as they see fit.

ATTACHMENTS

Attachment 1 – Proposed 2021 Heritage 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: Liam Power, Legislative Support Assistant, Office of Municipal Clerk, 902.490.6521

Proposed Heritage Advisory Committee 2021 Meeting Schedule

Date	Time	Location
January 27, 2021	3:00 p.m. – 5:00 p.m.	Halifax Hall – 2nd Floor 1841 Argyle Street, Halifax
February 24, 2021	3:00 p.m. – 5:00 p.m.	Halifax Hall – 2nd Floor 1841 Argyle Street, Halifax
March 24, 2021	3:00 p.m. – 5:00 p.m.	Halifax Hall – 2nd Floor 1841 Argyle Street, Halifax
April 28, 2021	3:00 p.m. – 5:00 p.m.	Halifax Hall – 2nd Floor 1841 Argyle Street, Halifax
May 26, 2021	3:00 p.m. – 5:00 p.m.	Halifax Hall – 2nd Floor 1841 Argyle Street, Halifax
June 23, 2021	3:00 p.m. – 5:00 p.m.	Halifax Hall – 2nd Floor 1841 Argyle Street, Halifax
July 28, 2021 <i>*if required</i>	3:00 p.m. – 5:00 p.m.	Halifax Hall – 2nd Floor 1841 Argyle Street, Halifax
August 25, 2021 <i>*if required</i>	3:00 p.m. – 5:00 p.m.	Halifax Hall – 2nd Floor 1841 Argyle Street, Halifax
September 22, 2021	3:00 p.m. – 5:00 p.m.	Halifax Hall – 2nd Floor 1841 Argyle Street, Halifax
October 27, 2021	3:00 p.m. – 5:00 p.m.	Halifax Hall – 2nd Floor 1841 Argyle Street, Halifax
November 24, 2021	3:00 p.m. – 5:00 p.m.	Halifax Hall – 2nd Floor 1841 Argyle Street, Halifax
December 22, 2021 <i>*if required</i>	3:00 p.m. – 5:00 p.m.	Halifax Hall – 2nd Floor 1841 Argyle Street, Halifax

Please be advised that meeting times and locations are subject to change

<p>Other Dates:</p> <ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • July 1 – Canada Day • August 2 – Natal Day • September 6 – Labour Day • October 11 - Thanksgiving • November 11 – Remembrance Day • December 25 – Christmas • December 26 – Boxing Day
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