

**Item No. 12.1.1**  
**Transportation Standing Committee**  
**Special Meeting**  
**January 21, 2021**

**TO:** Chair and Members of the Transportation Standing Committee

**SUBMITTED BY:** Original Signed

**DATE:** December 3, 2020

**SUBJECT:** 2021 Transportation Standing Committee Meeting Schedule

**ORIGIN**

It is the practice for the Transportation Standing Committee to adopt a schedule outlining meetings for the forthcoming year.

**LEGISLATIVE AUTHORITY**

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

**Administration and Procedures**

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

**RECOMMENDATION**

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

## **BACKGROUND**

In accordance with Section 10 of the Transportation Standing Committee Terms of Reference, the Transportation Standing Committee shall meet no less than four times annually, preferably monthly, or as determined by the Committee. The Transportation Standing Committee meets on the fourth Thursday of the month, in Council Chamber, 3<sup>rd</sup> Floor, City Hall, 1841 Argyle Street, Halifax from 1:00 p.m. to 3:00 p.m.

## **DISCUSSION**

It has been the practice of the Transportation Standing 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 Transportation Standing 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 eleven 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 Transportation Standing Committee schedule may be used when proposing other Committee meeting dates.

## **COMMUNITY ENGAGEMENT**

The 2021 meeting schedule for the Transportation Standing 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 Transportation Standing Committee may recommend and/or adjust the proposed 2021 meeting schedule as they see fit.

## **ATTACHMENTS**

Attachment 1 – Proposed 2021 Transportation Standing Committee Meeting Schedule

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A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

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**Proposed  
Transportation Standing Committee  
2021 Meeting Schedule**

Council Chamber  
3<sup>rd</sup> Floor, City Hall  
1841 Argyle Street, Halifax

Fourth Thursday of the month from 1:00 – 3:00 p.m.

Time, date and location are subject to change.

<b>4<sup>th</sup> Thursday, 1:00 - 3:00 p.m.</b>
Thursday, January 21, 2021
Thursday, February 25, 2021
Thursday, March 25, 2021
Thursday, April 22, 2021
Thursday, May 27, 2021
Thursday, June 24, 2021
Thursday, July 22, 2021 *-if required
Thursday, August 26, 2021 *-if required
Thursday, September 23, 2021
No meeting in October 28, 2021
Thursday, November 25, 2021
Thursday, December 9, 2021 *-if required

<p>Other Dates:</p> <ul style="list-style-type: none"> <li>• January 1 – New Years Day</li> <li>• February 15 – Heritage Day</li> <li>• March 15-19 – March Break</li> <li>• April 2 – Good Friday</li> <li>• April 5 – Easter Monday</li> <li>• May 24 – Victoria Day</li> </ul>	<ul style="list-style-type: none"> <li>• July 1 – Canada Day</li> <li>• August 2 – Natal Day</li> <li>• September 6 – Labour Day</li> <li>• October 11 - Thanksgiving</li> <li>• November 11 – Remembrance Day</li> <li>• December 25 – Christmas</li> <li>• December 26 – Boxing Day</li> </ul>
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