



P.O. Box 1749  
Halifax, Nova Scotia  
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**Item No. 12.1.2**  
**Executive Standing Committee**  
**January 25, 2021**

**TO:** Chair and Members of Executive Standing Committee

**SUBMITTED BY:** Original Signed  
Phoebe Rai, Deputy Municipal Clerk

**DATE:** January 12, 2021

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

**ORIGIN**

It is the practice for the Executive Standing Committee to adopt a schedule of meetings for the upcoming year.

**LEGISLATIVE AUTHORITY**

Administrative Order One, *Respecting the Procedures of the Council*, Schedule 6, Section 11:

*The Executive Committee shall meet no less than four (4) times annually, preferably monthly, or as agreed to by the Committee.*

**RECOMMENDATION**

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

## **BACKGROUND/DISCUSSION**

The proposed 2021 schedule, provided as Attachment 1 of this report, proposes nine regular meetings and one "if required" meeting. It takes into account statutory holidays, March Break, meetings of Federation of Canadian Municipalities (FCM), Nova Scotia Federation of Municipalities (NSFM) and Halifax Regional Council.

The approval of this schedule will allow members of Council, staff and the public to be notified and plan in advance for meetings. The Chair of the Executive 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 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 Executive Standing Committee schedule may impact the timing of other Committee meeting times and dates.

## **COMMUNITY ENGAGEMENT**

The 2021 meeting schedule for the Executive Standing Committee, once adopted, is posted to the HRM calendar at [Halifax.ca](http://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**

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

## **ATTACHMENTS**

Attachment 1 – Proposed 2021 Executive 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.

Report Prepared by: Liam Power, Legislative Assistant, Office of Municipal Clerk, 902.490.6521

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**Proposed Executive Standing Committee  
2021 Meeting Schedule**

Date: Fourth Monday of the month \* except where indicated

Time: 10:00 a.m. – 1:00 p.m.

Location: Council Chamber / Virtually

*Please note dates, times, and locations are subject to change.*

<b>4<sup>th</sup> Monday, 10:00 a.m. - 1:00 p.m.</b>
Monday, January 25, 2021
Monday, February 22, 2021
Monday, March 22, 2021
Monday, April 26, 2021
Monday, May 31, 2021 *
Monday, June 28, 2021
Monday, July 26, 2021 – <i>if required</i>
Monday, September 27, 2021
Monday, October 25, 2021
Monday, November 22, 2021

\* May meeting moved due to Victoria Day

**Other Dates:**

January 1 – New Year's Day	May 24 – Victoria Day	October 11 – Thanksgiving Day
February 15 – Heritage Day	July 1 – Canada Day	November 11 – Remembrance Day
April 2 – Good Friday	August 2 – Natal Day	December 25 – Christmas Day
April 5 – Easter Monday	September 6 – Labour Day	December 26 – Boxing Day