



P.O. Box 1749
Halifax, Nova Scotia
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Item No. 9.1.2
Grants Committee
Special Meeting
May 17, 2021

TO: Chair and Members of the Grants Committee

Original Signed

SUBMITTED BY:

Jill McGillicuddy, Legislative Assistant

DATE: May 14, 2021

SUBJECT: Proposed 2021 Grants Committee Meeting Schedule

ORIGIN

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

LEGISLATIVE AUTHORITY

Grants Committee Terms of Reference Section 6.1 which states: "The committee shall meet as required to facilitate the timely review and recommendations on applications, legislation, policy and procedures, public consultation, program evaluation, contractual matters, or appeals".

RECOMMENDATION

It is recommended that the Grants Committee approve the proposed 2021 Meeting Schedule as outlined in Attachment 1 of this report.

BACKGROUND

Past practice of the Grants Committee has been to establish a yearly meeting schedule so that Committee members and the public have sufficient notice of meeting dates. Should a meeting not be 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. The proposed schedule for the Grants Committee is to meet on the second Monday of the Month from 10:00 to 12:00 p.m.

DISCUSSION

The proposed 2021 meeting schedule provided as Attachment 1 of this report proposes 5 regular meetings and 2 "if required" and gives consideration to statutory holidays. 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 Grants 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 IMPLICATION

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 Grants 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 1: Proposed 2021 Grants 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: Jill McGillicuddy, Legislative Assistant, 902.483.2810

Grants Committee Proposed 2021 Meeting Schedule

Date: 2nd Monday of the Month
Time: 10:00 a.m. – 12:00 p.m.

Date	Time	Location
** June 21	10:00 a.m. – 12:00 p.m.	Virtual Meeting*
July 12	10:00 a.m. – 12:00 p.m.	Virtual Meeting*
August 9 (if required)	10:00 a.m. – 12:00 p.m.	Virtual Meeting*
September 13	10:00 a.m. – 12:00 p.m.	Virtual Meeting*
*** October 18	10:00 a.m. – 12:00 p.m.	Virtual Meeting*
November 8	10:00 a.m. – 12:00 p.m.	Virtual Meeting*
December 13 (if required)	10:00 a.m. – 12:00 p.m.	Virtual Meeting*

*Due to public health measures related to Covid-19, staff proposes and expects that the future meetings of the Committee shall be held virtually

** June meeting date moved to accommodate timing of staff reports

*** October meeting date moved due to Thanksgiving

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

Other Dates:

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| <ul style="list-style-type: none"> • 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 | <ul style="list-style-type: none"> • 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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