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Item No. 9.1.2
Western Common Advisory Committee
February 24, 2021

TO: Chair and Members of Western Common Advisory Committee

SUBMITTED BY: Original Signed
Liam Power, Legislative Assistant, Municipal Clerk's Office

DATE: January 18, 2021

SUBJECT: Proposed 2021 Meeting Schedule

ORIGIN

It is the practice for Western Common Advisory Committee to adopt a schedule of meetings for the upcoming year.

LEGISLATIVE AUTHORITY

Section 16 of the Committee's Terms of Reference – "The Committee shall meet no less than twice annually or otherwise as required to fulfill the duties as outlined."

RECOMMENDATION

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

BACKGROUND

Past practice of the Western Common Advisory Committee (WCAC) 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

WCAC has traditionally met on the fourth Wednesday of every second month, from 6:30 p.m. to 8:30 p.m. Due to the evolving nature of Covid-19 the committee will be meeting virtually. At the October 23, 2019 meeting of the WCAC, members approved a quarterly meeting schedule for 2020 returning to the Committee's earlier practice of holding quarterly meetings.

Therefore, the following meeting dates for 2021 are outlined for the Committee's consideration:

Quarterly

February 24, 2021

April 28, 2021

August 25, 2021

November 24, 2021

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 Western Common 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: Western Common Advisory Committee (WCAC) 2021 Quarterly 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 Assistant, 902-490-6521

WESTERN COMMON ADVISORY COMMITTEE (WCAC)

2021 MEETING SCHEDULE

Date: 4th Wednesday of every second month in the quarter (**Quarterly**)

Time: 6:30 p.m. – 8:30 p.m.

Location: Virtual

Should the Committee resume meeting in person, meetings will be held at the Prospect Road Community Centre, 2141 Prospect Road, Hatchet Lake

February 24, 2021

April 28, 2021

August 25, 2021

November 24, 2021

Other Dates:

- 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
- July 1 – Canada Day
- August 2 – Natal Day
- September 6 – Labour Day
- October 11 - Thanksgiving
- November 11 – Remembrance Day
- December 25 – Christmas (Monday, Dec 27th closed)
- December 26 – Boxing Day (Tuesday, December 28th closed)