



P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Item No. 15.3.2
Halifax Regional Council
November 9, 2021

TO: Mayor Savage and Members of Halifax Regional Council

Original Signed

SUBMITTED BY: _____
Mayor Mike Savage, Chair, Executive Standing Committee

DATE: November 1, 2021

SUBJECT: 2022 Halifax Regional Council Meeting Schedule

ORIGIN

October 25, 2021 meeting of the Executive Standing Committee, Item 12.1.1.

LEGISLATIVE AUTHORITY

Administrative Order 1, *the Procedures of the Council Administrative Order*.

Regular Meeting of the Council

8. The Council shall meet on such Tuesdays determined by Council, and shall be held at such an hour as deemed appropriate by the Mayor and CAO jointly.

Schedule 6, Executive Standing Committee - Terms of Reference

General Governance of the Council

8. The Executive Standing Committee shall act as a review committee for matters related to the general self-governance and administration of the Council as directed by the Council.

RECOMMENDATION

It is recommended that Halifax Regional Council approve the proposed 2022 Regional Council meeting schedule as outlined in the staff report dated July 21, 2021 (Attachment A).

BACKGROUND/DISCUSSION

The Executive Standing Committee received a staff recommendation report dated July 21, 2021 (Attachment A), at their October 25, 2021 meeting.

The Executive Standing Committee reviewed the staff recommendation report and approved the recommendation as outlined in this report.

For further discussion on this item, refer to the staff report dated July 21, 2021 (Attachment A).

FINANCIAL IMPLICATIONS

Financial implications are outlined in the attached staff report dated July 21, 2021 (Attachment A).

RISK CONSIDERATION

Risk consideration is outlined in the attached staff report dated July 21, 2021 (Attachment A).

COMMUNITY ENGAGEMENT

The agenda and reports of Executive Standing Committee are posted on Halifax.ca, and draft minutes of the meeting will be made available on Halifax.ca within three business days.

ENVIRONMENTAL IMPLICATIONS

Environmental implications are outlined in the staff report dated July 21, 2021 (Attachment A).

ALTERNATIVES

The Executive Standing Committee did not provide alternatives.

For further information on alternatives as it relates to this item, refer to the staff report dated July 21, 2021 (Attachment A).

ATTACHMENTS

Attachment A – Report dated July 21, 2021 received by Executive Standing Committee.

A copy of this report can be obtained by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

Report Prepared by: Jill McGillicuddy, Legislative Assistant 902.483.2810



P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Attachment A

Item No. 12.1.1
Executive Standing Committee
October 25, 2021

TO: Mayor and Members of Executive Standing Committee

SUBMITTED BY:  **(Original Signed)**

John Traves, Q. C., Executive Director, Legal & Legislative Services

 **(Original Signed)**

Jacques Dubé, Chief Administrative Officer

DATE: July 21, 2021

SUBJECT: **2022 Halifax Regional Council Meeting Schedule**

ORIGIN

It is the practice for Regional Council to adopt a schedule for meetings of Regional Council for the upcoming year.

LEGISLATIVE AUTHORITY

Administrative Order 1, *the Procedures of the Council Administrative Order*:

Regular Meeting of the Council

8. The Council shall meet on such Tuesdays determined by Council, and shall be held at such an hour as deemed appropriate by the Mayor and CAO jointly.

Schedule 6, Executive Standing Committee - Terms of Reference

General Governance of the Council

8. The Executive Standing Committee shall act as a review committee for matters related to the general self-governance and administration of the Council as directed by the Council.

RECOMMENDATION

It is recommended that Executive Standing Committee recommend that Halifax Regional Council approve the proposed 2022 Regional Council meeting schedule as outlined in Attachment 1 of this report.

BACKGROUND

In accordance with Administrative Order One, Section 8, regular Council sessions are held on Tuesdays at an hour deemed appropriate by the Mayor and Chief Administrative Officer (CAO) jointly. Regularly scheduled meetings of Regional Council may be cancelled with the agreement of the Mayor and CAO or may be added with appropriate notice provided it is done in accordance with the HRM Charter and Administrative Order One.

DISCUSSION

Since amalgamation Regional Council has adopted 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 Regional Council meetings.

Since 2014, Regional Council has adopted a modified bi-weekly meeting schedule for Regional Council meetings. The proposed modified bi-weekly schedule provided as Attachment 1 of this report, proposes 21 regular meetings, 5 if required meetings, and considers statutory holidays, March Break, Federation of Canadian Municipalities' Annual Conference, Nova Scotia Federation of Municipalities (NSFM)'s Fall Conference, and the number of meetings provided for in 2021.

FINANCIAL IMPLICATIONS

No financial implications at this time

RISK CONSIDERATION

A delay in approval could result in additional delays for other meeting schedules, as consideration of the approved Council schedule is used when proposing other Committee meeting dates

COMMUNITY ENGAGEMENT

The 2022 meeting schedule for Halifax Regional Council, 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 Regional Council meeting.

ENVIRONMENTAL IMPLICATIONS

No environmental implications were identified

ALTERNATIVES

Council may adjust the proposed 2022 Regional Council meeting schedule as required.

ATTACHMENTS

Attachment 1 – Proposed Modified bi-weekly 2022 Council 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: Iain MacLean, Municipal Clerk – 902.490.4210

Attachment 1 – Proposed Modified bi-weekly 2022 Council Schedule

2022 HALIFAX REGIONAL COUNCIL SCHEDULE

Meetings of Regional Council are scheduled to commence at 10:00 a.m. with final meeting time to be confirmed at the approval of the agenda.

MONTH	DATE	MEETING	MONTH	DATE	MEETING
January	January 4	No scheduled meeting	July	July 5	No scheduled meeting
	January 11	Regional Council		July 12	Regional Council
	January 18	No scheduled meeting		July 19	No scheduled meeting
	January 25	Regional Council		July 26	No scheduled meeting
February	February 1	No scheduled meeting	August	August 2	No scheduled meeting
	February 8	Regional Council		August 9	Regional Council (If required)
	February 15	Regional Council (If required)		August 16	No scheduled meeting
	February 22	No scheduled meeting		August 23	Regional Council
				August 30	No scheduled meeting
March	March 1	Regional Council	September	September 6	No scheduled meeting (Labour Day)
	March 8	No scheduled meeting		September 13	Regional Council
	March 15	No scheduled meeting (March Break 14-18)		September 20	No scheduled meeting
	March 22	Regional Council		September 27	Regional Council
	March 29	No scheduled meeting			
April	April 5	Regional Council	October	October 4	Regional Council
	April 12	Regional Council		October 11	No scheduled meeting (Thanksgiving)
	April 19	No scheduled meeting (Easter)		October 18	Regional Council
	April 26	Regional Council (If required)		October 25	Regional Council (If required)
May	May 3	Regional Council	November	November 1	No scheduled meeting (NSFM Nov 1-4)
	May 10	No scheduled meeting		November 8	Regional Council
	May 17	Regional Council		November 15	No scheduled meeting
	May 24	No scheduled meeting		November 22	Regional Council
	May 31	Regional Council		November 29	Regional Council (If required)
June	June 7	No scheduled meeting (FCM June 2-5)	December	December 6	No scheduled meeting
	June 14	Regional Council		December 13	Regional Council
	June 21	No scheduled meeting		December 20	No scheduled meeting
	June 28	Regional Council		December 27	No scheduled meeting

Other Dates:

- January 1 – New Years Day
- February 21 – Heritage Day
- April 15 – Good Friday
- April 18 – Easter Monday
- May 23 – Victoria Day
- July 1 – Canada Day
- August 1 – Natal Day
- September 5 – Labour Day
- September 30 – Truth & Reconciliation Day
- October 10 – Thanksgiving
- November 11 – Remembrance Day
- December 25 – Christmas
- December 26 – Boxing D