

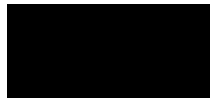


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**Item No. 12.1.1**  
**Executive Standing Committee**  
**September 26, 2022**

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

**SUBMITTED BY:**



Jacques Dubé, Chief Administrative Officer

**DATE:** August 31, 2022

**SUBJECT:** 2023 Halifax Regional Council Meeting Schedule

### **ORIGIN**

Regional Council must adopt a schedule for meetings of Regional Council for the upcoming year.

### **LEGISLATIVE AUTHORITY**

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

#### **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 2023 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 those Tuesdays determined by Council 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. Other meetings of Council 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. The proposed modified bi-weekly schedule (Attachment 1) proposes 20 regular meetings, 4 if required meetings, and considers statutory holidays, March Break, Federation of Canadian Municipalities' Annual Conference, Nova Scotia Federation of Municipalities' Fall Conference, and the number of meetings provided for in 2022.

## **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 Council schedule is used when proposing other Committee meeting dates

## **COMMUNITY ENGAGEMENT**

The 2023 meeting schedule once adopted, is posted online at Halifax.ca to enable members of the public and media to have access to the meeting schedule.

## **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications associated with the recommended course of action.

## **ALTERNATIVES**

Amendments to the proposed 2023 Regional Council meeting schedule may be made as required.

## **ATTACHMENTS**

Attachment 1 – Proposed Modified bi-weekly 2023 Council 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:       Iain MacLean, Municipal Clerk – 902.490.4210

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**Attachment 1 – Proposed Modified bi-weekly 2023 Council Schedule**

**2023 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                                      |
|-----------------|-------------|---|------------------|-----------------------------------|--|
| <b>January</b>  | January 3   | No scheduled meeting                        | <b>July</b>      | July 4                            | No scheduled meeting                         |
|                 | January 10  | Regional Council                            |                  | July 11                           | Regional Council                             |
|                 | January 17  | No scheduled meeting                        |                  | July 18                           | No scheduled meeting                         |
|                 | January 24  | Regional Council                            |                  | July 25                           | No scheduled meeting                         |
|                 | January 31  | No scheduled meeting                        |                  | <b>August</b>                     | August 1                                     |
| <b>February</b> | February 7  | Regional Council                            | August 8         |                                   | Regional Council<br>(If required)            |
|                 | February 14 | No scheduled meeting                        | August 15        |                                   | No scheduled meeting                         |
|                 | February 21 | Regional Council (If required)              | August 22        |                                   | Regional Council                             |
|                 | February 28 | No scheduled meeting                        | August 29        |                                   | No scheduled meeting                         |
| <b>March</b>    | March 7     | Regional Council                            | <b>September</b> | September 5                       | No scheduled meeting<br>(Labour Day)         |
|                 | March 14    | No scheduled meeting<br>(March Break 13-17) |                  | September 12                      | Regional Council                             |
|                 | March 21    | Regional Council                            |                  | September 19                      | No scheduled meeting                         |
|                 | March 28    | No scheduled meeting                        |                  | September 26                      | Regional Council                             |
| <b>April</b>    | April 4     | Regional Council                            | <b>October</b>   | October 3                         | Regional Council                             |
|                 | April 11    | No scheduled meeting<br>(Easter)            |                  | October 10                        | No scheduled meeting<br>(Thanksgiving)       |
|                 | April 18    | Regional Council<br>(If required)           |                  | October 17                        | Regional Council                             |
|                 | April 25    | Regional Council                            |                  | October 24                        | No scheduled meeting                         |
| <b>May</b>      | May 2       | No scheduled meeting                        | October 31       | Regional Council<br>(If required) |  |
|                 | May 9       | Regional Council                            | <b>November</b>  | November 7                        | No scheduled meeting<br>(NSFM Nov 7-10)      |
|                 | May 16      | No scheduled meeting                        |                  | November 14                       | Regional Council                             |
|                 | May 23      | Regional Council                            |                  | November 21                       | No scheduled meeting                         |
|                 | May 30      | No scheduled meeting<br>(FCM May 25-28)     |                  | November 28                       | Regional Council<br>(Deputy Mayor Selection) |
| <b>June</b>     | June 6      | Regional Council                            |                  | <b>December</b>                   | December 5                                   |
|                 | June 13     | No scheduled meeting                        | December 12      |                                   | Regional Council                             |
|                 | June 20     | Regional Council                            | December 19      |                                   | No scheduled meeting                         |
|                 | June 27     | No scheduled meeting                        | December 26      |                                   | No scheduled meeting                         |

**Other Dates:**

- January 2 – New Years Day (Observed)
- February 20 – Heritage Day
- April 7 – Good Friday
- April 10 – Easter Monday
- May 22 – Victoria Day
- July 3 – Canada Day (Observed)
- August 7 – Natal Day
- September 4 – Labour Day
- October 2 – Truth & Reconciliation Day (Observed)
- October 9 – Thanksgiving
- November 13 – Remembrance Day (Observed)
- December 25 – Christmas
- December 26 – Boxing Day