



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

**Item No. 18.1**  
**Halifax Regional Council**  
**October 25, 2022**

**TO:** Members of Halifax Regional Council

**SUBMITTED BY:** **Original Signed**

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Mayor Mike Savage, Chair, Executive Standing Committee

**DATE:** October 24, 2022

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

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**ORIGIN**

October 24, 2022 meeting of Executive Standing Committee, Item 12.1.1.

**LEGISLATIVE AUTHORITY**

Legislative Authority is outlined in the attached staff report dated August 31, 2022.

**RECOMMENDATION**

The Executive recommends that Halifax Regional Council approve the proposed 2023 Regional Council meeting schedule as outlined in Attachment 1 of the staff recommendation report dated August 31, 2022.

## **BACKGROUND**

Executive Standing Committee received a staff recommendation report dated August 31, 2022 to consider the 2023 Halifax Regional Council Meeting Schedule.

For further information refer to the attached staff report dated August 31, 2022.

## **DISCUSSION**

Executive Standing Committee considered the staff report dated August 31, 2022 and approved the recommendation to Halifax Regional Council as outlined in this report.

## **FINANCIAL IMPLICATIONS**

Financial implications are outlined in the attached staff report dated August 31, 2022.

## **RISK CONSIDERATION**

Risk consideration is outlined in the attached staff report dated August 31, 2022.

## **COMMUNITY ENGAGEMENT**

Meetings of the Executive Standing Committee are open to public attendance and members of the public are invited to address the Standing Committee for up to five (5) minutes during the Public Participation portion of the meeting. Meetings are live webcast on Halifax.ca. The agenda, reports, video, and minutes of the Standing Committee are posted on Halifax.ca.

For further information on Community Engagement refer to the attached staff report dated August 31, 2022.

## **ENVIRONMENTAL IMPLICATIONS**

Environmental implications are outlined in the staff report dated August 31, 2022.

## **ALTERNATIVES**

Executive Standing Committee did not provide alternatives.

Alternatives are outlined in the attached staff report dated August 31, 2022.

## **ATTACHMENTS**

Attachment 1 – Staff recommendation report dated August 31, 2022.

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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: Catie Campbell, Legislative Assistant, Municipal Clerk's Office 782.641.0796

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P.O. Box 1749  
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**Item No. 12.1.1**  
**Executive Standing Committee**  
**October 24, 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

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### **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.

<b>MONTH</b>	<b>DATE</b>	<b>MEETING</b>	<b>MONTH</b>	<b>DATE</b>	<b>MEETING</b>
<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	No scheduled meeting
<b>February</b>	February 7	Regional Council		August 8	Regional Council (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 (Labour Day)
	March 14	No scheduled meeting (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 (Easter)		October 10	No scheduled meeting (Thanksgiving)
	April 18	Regional Council (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 (If required)	
	May 9	Regional Council	<b>November</b>	November 7	No scheduled meeting (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 (FCM May 25-28)		November 28	Regional Council (Deputy Mayor Selection)
<b>June</b>	June 6	Regional Council	<b>December</b>	December 5	No scheduled meeting
	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