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Item No. 13.1.1
Executive Standing Committee
September 15, 2025

TO: Mayor Fillmore and Members of Executive Standing Committee

FROM: Cathie O'Toole, Chief Administrative Officer

DATE: July 3, 2025

SUBJECT: 2026 Halifax Regional Council Meeting Schedule

ORIGIN

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

EXECUTIVE SUMMARY

An annual schedule for each meeting body is adopted each fall for the upcoming calendar year.

RECOMMENDATION

It is recommended that Executive Standing Committee recommend that Halifax Regional Council adopt the proposed 2026 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 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 Halifax Regional Municipality 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 for Council meetings.

Since 2014, Council has met bi-weekly. The attached proposed modified bi-weekly schedule proposes 22 regular meetings and 1 if required meeting. The proposed schedule considers statutory holidays, March Break, Federation of Canadian Municipalities' Annual Conference, Nova Scotia Federation of Municipalities' Fall Conference, the proposed 2026 Budget Committee schedule and the number of meetings provided for in 2025.

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

No community engagement was required.

ENVIRONMENTAL IMPLICATIONS

No environmental implications were identified.

ALTERNATIVES

Amendments to the proposed Regional Council meeting schedule as outlined in Attachment 1 may be made as required.

LEGISLATIVE AUTHORITY

Administrative Order 1, the *Procedures of the Council Administrative Order* (Administrative Order One), subsection 4(2), and section 8, as follows:

4 (2) Notwithstanding subsection (1), any one or more of the rules of procedures contained herein except for sections 5 and 41 and subsections 12(5) and 59(3) may be suspended by Council, Committee of the Whole, Community Council or a Standing Committee by the affirmative vote of two-thirds (2/3rds) of the Members present and voting

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.

Administrative Order One, Schedule 6, Executive Standing Committee - Terms of Reference

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.

ATTACHMENTS

Attachment 1 – Proposed modified bi-weekly 2026 Regional Council Schedule

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2026 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 6	No scheduled meeting	July	July 7	No scheduled meeting
	January 13	Regional Council		July 14	Regional Council
	January 20	No scheduled meeting		July 21	No scheduled meeting
	January 27	Regional Council		July 28	No scheduled meeting
February	February 3	No scheduled meeting	August	August 4	No scheduled meeting
	February 10	Regional Council		August 11	Regional Council (if required)
	February 17	No scheduled meeting		August 18	No scheduled meeting
	February 24	Regional Council		August 25	Regional Council
March	March 3	No scheduled meeting	September	September 1	No scheduled meeting
	March 10	Regional Council		September 8	No scheduled meeting (Labour Day)
	March 17	No scheduled meeting (March Break 16-20)		September 15	Regional Council
	March 24	No scheduled meeting		September 22	No scheduled meeting
	March 31	Regional Council (Budget Approval)		September 29	Regional Council
April	April 7	No scheduled meeting (Easter)	October	October 6	No scheduled meeting
	April 14	Regional Council (Budget Approval Contingency)		October 13	No scheduled meeting (Thanksgiving)
	April 21	No scheduled meeting		October 20	Regional Council
	April 28	Regional Council		October 27	Regional Council
May	May 5	No scheduled meeting	November	November 3	No Scheduled Meeting (NSFM Nov 3-6)
	May 12	Regional Council		November 10	Regional Council
	May 19	No scheduled meeting		November 17	No scheduled meeting
	May 26	Regional Council		November 24	Regional Council (Deputy Mayor Selection)
June	June 2	No scheduled meeting (FCM June 4 - 7)	December	December 1	Regional Council
	June 9	Regional Council		December 8	Regional Council
	June 16	No scheduled meeting		December 15	No scheduled meeting
	June 23	Regional Council		December 22	No scheduled meeting
	June 30	No scheduled meeting (Canada Day)		December 29	No scheduled meeting

Other Dates:

- January 1 – New Years Day
- February 16 – Heritage Day
- April 3 – Good Friday
- April 6 – Easter Monday
- May 18 – Victoria Day
- July 1 – Canada Day
- August 3 – Natal Day
- September 7 – Labour Day
- September 30 – National Day for Truth & Reconciliation
- October 12 – Thanksgiving
- November 11 – Remembrance Day
- December 25 – Christmas
- December 26 – Boxing Day