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Item No. 10.1.1
Regional Watersheds Advisory Board
February 13, 2020

TO: Chair and Members of the Regional Watersheds Advisory Board

- Original Signed -

SUBMITTED BY:

Robyn Dean, Legislative Assistant

DATE: January 29, 2020

SUBJECT: 2020 Regional Watersheds Advisory Board Meeting Schedule

ORIGIN

It is the practice for the Regional Watersheds Advisory Board (RWAB) to adopt a schedule of meetings for the upcoming year.

LEGISLATIVE AUTHORITY

Administrative Order 1, *Respecting the Procedures of the Council*, Regional Watersheds Advisory Board Terms of Reference:

The Board shall meet monthly or as required to conduct the business of the Board. Additional meetings may be schedule at the discretion of the Chair in consultation with the Clerk's Office.

RECOMMENDATION

It is recommended that Regional Watersheds Advisory Board approve the proposed 2020 meeting schedule as outlined in Attachment 1 of this report.

BACKGROUND

In accordance with the Regional Watersheds Advisory Board Terms of Reference, the Board shall meet monthly or as required to conduct the business of the Board. The Board meets the 2nd Thursday of each month from 5:00 p.m. to 7:00 p.m. in the HEMDCC Meeting Space, Main Floor Alderney Gate, 60 Alderney Drive, Dartmouth.

DISCUSSION

The proposed 2020 schedule provided as Attachment 1 of this report, proposes 11 regular meetings and takes into account statutory holidays, March Break, meetings of Federation of Canadian Municipalities (FCM), Nova Scotia Federation of Municipalities (NSFM) and Halifax Regional Council. The approval of this schedule will allow members of Council, staff and the public to be notified and plan in advance for meetings. The Chair of the Board, with input from staff, has the authority to cancel a scheduled meeting should it be deemed necessary. A special meeting for a time sensitive matter may be called with appropriate notice, provided it is done in accordance with the HRM Charter and Administrative Order One.

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 HRM Committee meeting schedules, as the Regional Watersheds Advisory Board schedule may impact the timing of other Committee meeting times and dates.

COMMUNITY ENGAGEMENT

The 2020 meeting schedule for the Board, 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

The Board may recommend and/or adjust the proposed 2020 meeting schedule as they see fit.

ATTACHMENTS

Attachment 1 – Proposed 2020 Regional Watersheds Advisory Board 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: Robyn Dean, Legislative Assistant, Office of Municipal Clerk, 902.490.6521

Proposed 2020 Meeting Schedule Regional Watersheds Advisory Board

Date: 2nd Thursday of the Month

Time: 5:00 p.m. – 7:00 p.m.

Location: HEMDCC Meeting Space, Main Floor Alderney Gate, 60 Alderney Drive, Dartmouth
OR Maxine Tynes Room, 2nd Floor Alderney Public Library, 60 Alderney Drive, Dartmouth

January 16, 2020 (*delayed a week due to meeting space availability*)

February 13, 2020

March 12, 2020

April 9, 2020

May 14, 2020

June 11, 2020 – *Maxine Tynes Room*

July 9, 2020 – *Maxine Tynes Room*

August 13, 2020

September 10, 2020**

October – *no meeting*

November 12, 2020**

December 10, 2020

****Meeting space to be determined**

Other Dates:

- January 1 – New Years Day
- February 17 – Heritage Day
- March 16-20 – March Break
- April 10 – Good Friday
- April 13 – Easter Monday
- May 18 – Victoria Day
- July 1 – Canada Day
- August 3 – Natal Day
- September 7 – Labour Day
- October 12 - Thanksgiving
- November 11 – Remembrance Day
- December 25 – Christmas
- December 26 – Boxing Day