



P.O. Box 1749  
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**Item No. 13.1.6**  
**Halifax and West Community Council**  
**November 14, 2018**

**TO:** Chair and Members of Halifax and West Community Council

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

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David Perusse, Legislative Assistant

**DATE:** November 5, 2018

**SUBJECT:** 2019 Halifax and West Community Council Meeting Schedule

**ORIGIN**

It is the practice for Halifax and West Community Council (HWCC) to adopt a schedule of meetings for the upcoming year.

**LEGISLATIVE AUTHORITY**

Administrative Order 1, *Respecting the Procedures of the Council*, Schedule 8, Community Councils Rules Governing Meetings, Section 3:

- (1) *There shall be ten (10) regular meetings of a Community Council each year.*
- (4) *There shall be no regular meetings of a Community Council during the months of July and August unless the Community Council, by resolution, establishes a summer meeting schedule.*

**RECOMMENDATION**

It is recommended that Halifax and West Community Council approve the proposed 2019 meeting schedule as outlined in Attachment 1 of this report.

## **BACKGROUND**

In accordance with Section 8 of the Community Councils Rules Governing Procedures, Halifax and West Community Council (HWCC) shall meet no less than ten (10) times annually. Halifax and West Community Council typically meets from 6:00 p.m. to 8:00 p.m. in Council Chamber, City Hall, 1841 Argyle Street.

## **DISCUSSION**

The proposed 2019 schedule provided as Attachment 1 of this report, proposes 10 regular meetings and 2 'if required', 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 Community Council, staff and the public to be notified and plan in advance for meetings. The Chair of the Community Council, 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 Community Council schedule may impact the timing of other Committee meeting times and dates.

## **COMMUNITY ENGAGEMENT**

The 2019 meeting schedule for the Community Council, 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 Community Council may recommend and/or adjust the proposed 2019 meeting schedule as they see fit.

## **ATTACHMENTS**

**Attachment 1 – Proposed 2019 Halifax and West Community Council Meeting 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: David Perusse, Legislative Assistant, Office of Municipal Clerk, 902.490.6732

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## Attachment 1

### Halifax and West Community Council Proposed 2019 Meeting Schedule

<b>Date</b>	<b>Time</b>	<b>Location</b>
January 8, 2019	6:00 p.m. – 8:00 p.m.	Council Chambers – 2nd Floor City Hall, 1841 Argyle Street, Halifax
February 5, 2019	6:00 p.m. – 8:00 p.m.	Council Chambers – 2nd Floor City Hall, 1841 Argyle Street, Halifax
March 5, 2019	6:00 p.m. – 8:00 p.m.	Council Chambers – 2nd Floor City Hall, 1841 Argyle Street, Halifax
April 9, 2019	6:00 p.m. – 8:00 p.m.	Council Chambers – 2nd Floor City Hall, 1841 Argyle Street, Halifax
May 7, 2019	6:00 p.m. – 8:00 p.m.	Council Chambers – 2nd Floor City Hall, 1841 Argyle Street, Halifax
June 11, 2019	6:00 p.m. – 8:00 p.m.	Council Chambers – 2nd Floor City Hall, 1841 Argyle Street, Halifax
July 9, 2019 <i>*if required</i>	6:00 p.m. – 8:00 p.m.	Council Chambers – 2nd Floor City Hall, 1841 Argyle Street, Halifax
August 6, 2019 <i>*if required</i>	6:00 p.m. – 8:00 p.m.	Council Chambers – 2nd Floor City Hall, 1841 Argyle Street, Halifax
September 11, 2019	6:00 p.m. – 8:00 p.m.	Council Chambers – 2nd Floor City Hall, 1841 Argyle Street, Halifax
October 15, 2019	6:00 p.m. – 8:00 p.m.	Council Chambers – 2nd Floor City Hall, 1841 Argyle Street, Halifax
November 13, 2019	6:00 p.m. – 8:00 p.m.	Council Chambers – 2nd Floor City Hall, 1841 Argyle Street, Halifax
December 11, 2019	6:00 p.m. – 8:00 p.m.	Council Chambers – 2nd Floor City Hall, 1841 Argyle Street, Halifax

**\*Please be advised that meeting times and locations are subject to change**