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Item No. 13.1.5
Harbour East-Marine Drive Community Council
November 14, 2019

TO: Chair and Members of North West Community Council

Original Signed

SUBMITTED BY:

Liam MacSween, Legislative Assistant

DATE: November 4, 2019

SUBJECT: 2020 Harbour East - Marine Drive Community Council Meeting Schedule

ORIGIN

It is the practice for North West Community Council to adopt a schedule outlining meetings for the forthcoming 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 Harbour East-Marine Drive Community Council approve the proposed 2020 meeting schedule as outlined in Attachment A of this report.

BACKGROUND

In accordance with Schedule 8, section 3 of Administrative Order One, Community Councils Rules Governing Meetings, Harbour East-Marine Drive Community Council (HEMDCC) shall meet no less than ten (10) times annually. Harbour East-Marine Drive Community Council meets from 6:00 p.m. to 8:00 p.m. in the Harbour East- Marine Drive Community Council meeting space, 60 Alderney Drive, Dartmouth.

DISCUSSION

The proposed 2020 schedule provided as Attachment A of this report, proposes 10 regular meetings and 1 '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 Community Council members, staff and the public to be notified and plan in advance for meetings.

Where 2020 is an election year, with polls anticipated to open as early as October 6 and the Municipal Election is anticipated for October 17, 2020, Regional Council meetings have not been planned for the month of October. Although there are no restrictions in the Halifax Regional Municipality Charter or the Municipal Elections Act preventing Council from conducting business close to an election, there may be a perceived benefit to incumbents. Similarly, where possible, Community Council, Standing Committee and Board and Committee meetings have not been planned for the month of October.

The Chair of Harbour East-Marine Drive 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 meeting schedules, as consideration of the approved Harbour East-Marine Drive Community Council meeting schedule may be used when proposing other Committee meeting dates.

COMMUNITY ENGAGEMENT

The 2020 meeting schedule for Harbour East-Marine Drive Community Council, once adopted, is posted online at Halifax.ca to enable members of the public and media to have access to the meeting schedule, agendas and reports the Friday prior to the meeting.

ENVIRONMENTAL IMPLICATIONS

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

ALTERNATIVES

Harbour East-Marine Drive Community Council may recommend and/or adjust the proposed 2020 meeting schedule as they see fit.

ATTACHMENTS

Attachment A – Proposed 2020 Harbour East-Marine Drive Community Council 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: Liam MacSween, Legislative Assistant, Office of Municipal Clerk, 902.490.6521

**Proposed 2020 Meeting Schedule
Harbour East-Marine Drive Community Council**

Dates: 1st Thursday of each month

Time: 6:00 p.m. – 8:00 p.m.

Location: Harbour East-Marine Drive Community Council meeting space, main floor Alderney Gate, 60

Alderney Drive, Dartmouth

January 9

February 6

March 5

April 2

May 7

June 11*

July 2

August 6 - *if required*

September 3

October – No meeting scheduled

November 12*

December 3

*June meeting moved to 2nd Thursday due to 2020 FCM Conference

**November meeting moved to 2nd Thursday due to Regional Council Swearing In Ceremony

Meeting time and location are subject to change