

HALIFAX

P.O. Box 1749
Halifax, Nova Scotia
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Item No. 14.1.7
Halifax Regional Council
April 25, 2017

TO: Mayor Savage and Members of Halifax Regional Council

Original Signed by 

SUBMITTED BY: _____
Jacques Dubé, Chief Administrative Officer

DATE: March 29, 2017

SUBJECT: 2018 FCM Advisory Committee

ORIGIN

March 20, 2012 Regional Council passed the following motion:

MOVED by Councillor Walker, seconded by Councillor Sloane that Halifax Regional Council submit a request to the Federation of Canadian Municipalities (FCM) that the Halifax Regional Municipality host the annual conference in 2018.

September 19, 2012 HRM received a letter from FCM indicating the Board of Directors approved the selection of HRM as Host Municipality for the 2018 Annual Conference and Trade Show.

October 1, 2013, Regional Council authorized the Mayor and Municipal Clerk to sign the Hosting Agreement for the 2018 FCM Annual Conference and Trade Show on behalf of the Municipality.

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Charter, section 21 as follows:

- (1) The Council may establish standing, special and advisory committees.
- (2) Each committee shall perform the duties conferred on it by this Act, any other Act of the Legislature or the by-laws or policies of the Municipality.
- (3) The Council may appoint persons who are not members of the Council to a committee and may establish a procedure for doing so.

RECOMMENDATION

It is recommended that Halifax Regional Council:

1. adopt Administrative Order 2017-003-GOV, the *FCM Advisory Committee Administrative Order*, as set out in Attachment 1 of this report; and
2. if Council adopts the Administrative Order, appoint Mayor Mike Savage, Councillors Russell

Walker, Bill Karsten, Matt Whitman, Waye Mason, Sam Austin, David Hendsbee and Deputy Mayor Steve Craig to the 2018 FCM Conference Council Advisory Committee for a term beginning April 11, 2017 and ending July 1, 2018.

BACKGROUND

The Federation of Canadian Municipalities has been the national voice of municipal government since 1901. With more than 1,775 members, FCM represents the interests of municipalities on policy and program matters that fall within federal jurisdiction. Members include Canada's largest cities, small urban and rural communities, and 18 provincial and territorial municipal associations.

Each year in early June, FCM holds its Annual Conference and Trade Show. The event attracts approximately 2,000 delegates, 500 companions, over 600 exhibitor staff (private sector and government departments), the most senior federal government elected officials, and opinion makers from across Canada to the Host City each year. The event provides the opportunity for municipal leaders to learn from colleagues and experts, share ideas and participate in local tours that showcase innovation in responding to local challenges that are applicable across Canada.

DISCUSSION

Staff is recommending that Council adopt Administrative Order, 2017-003-GOV, the *FCM Advisory Committee Administrative Order*, which will establish the Committee. This Committee will review, evaluate and make recommendations to the Project Manager on matters related to the 2018 Federation of Canadian Municipalities Conference.

The FCM Advisory Committee will be comprised of seven (7) Councillors and the Mayor. One of the Councillors that is appointed is required to be a member of the Board of Directors of the Federation of Canadian Municipality. Councillors Karsten and Walker are both members of the FCM Board.

Staff is furthering recommending that, if Council adopts the Administrative Order, Council appoint seven Councillors to it. The proposed Administrative Order would allow these appointments to be made without nominations being brought forward by the Executive Standing Committee. The recommended appointments are as follows: Councillors Russell Walker, Bill Karsten, Matt Whitman, Waye Mason, Sam Austin, David Hendsbee and Deputy Mayor Steve Craig. Mayor Savage would automatically be a member of the Committee.

FINANCIAL IMPLICATIONS

None

RISK CONSIDERATION

Should Council not approve these recommendations, there will be no Council oversight on conference planning, which could negatively impact reputational and financial risk.

COMMUNITY ENGAGEMENT

No community engagement was required for this report.

ENVIRONMENTAL IMPLICATIONS

Implications not identified.

ALTERNATIVES

Council could choose not to adopt the proposed Administrative Order. If Council selects this option, Council could direct the Chief Administrative Officer to direct staff to work with the Mayor to facilitate the Conference by passing the following motion

THAT Halifax Regional Council direct the Chief Administrative Officer to direct staff to work solely with the Mayor and FCM to deliver the conference.

ATTACHMENT

Attachment 1 Administrative Order 2017-003-GOV, the *FCM Advisory Committee Administrative Order*

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.php> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

Report Prepared by: Marion Currie, FCM Project Manager, Operations Support 902.490.6422

Original Signed by Director

Financial Approval by:

Amanda Whitewood, Director of Finance and Information Technology/CFO,
902.490.6308

Original Signed

Report Approved by: Maggie MacDonald, Managing Director, GREA, 902.490.1742

ATTACHMENT 1

ADMINISTRATIVE ORDER NUMBER 2017-003-GOV RESPECTING THE FEDERATION OF CANADIAN MUNICIPALITIES ADVISORY COMMITTEE

WHEREAS the Halifax Regional Municipality will host the 2018 Annual Conference and Trade Show of the Federation of Canadian Municipalities from Friday June 1, 2018 until Monday June 4, 2018;

AND WHEREAS the Agreement respecting the 2018 Annual Conference and Trade Show of the Federation of Canadian Municipalities has been entered into;

AND WHEREAS Council desires to establish a committee to provide advice and recommendations to staff respecting the Agreement;

Short Title

1. This Administrative Order may be cited as the *FCM Advisory Committee Administrative Order*.

Purpose

2. The purpose of this Administrative Order is to establish a Committee which will review, evaluate and make recommendations to the Project Manager, or delegate, arising from the Agreement.

Interpretation

3. In this Administrative Order,

(a) "Administrative Order One" means the *Procedures of the Council Administrative Order*, as adopted by Council on November 10, 2015 and all amendments thereto;

(b) "Agreement" means the Hosting Agreement between the Municipality and the Federation of Canadian Municipalities approved by Council on October 1, 2013, and all amendments thereto;

(c) "Committee" means the Federation of Canadian Municipalities Advisory Committee;

(d) "Council" means the Council of the Municipality;

(e) "Municipality" means the Halifax Regional Municipality; and

(f) "Project Manager" means the employee of the Municipality that is designated by the Chief Administrative Officer to be the FCM Project Manager.

Establishment of Committee

4. The Committee is hereby established.

Duties

5. The duties of the Committee are to provide advice and recommendations to the Project Manager, or delegate, on matters arising from, or in respect to, the Agreement.

Membership

6. (1) The Committee shall be comprised of the Mayor and up to seven (7) Councillors that are appointed by Council, including at least one appointment that is a member of the Board of Directors for the Federation of Canadian Municipalities.

(2) Appointments may be made by Council without nominations from a Standing Committee.

7. The term of each appointment shall expire on July 1, 2018 unless otherwise extended by resolution of Council.

Chair

8. The Chair shall be elected at the first meeting of the Committee.

Vacancies of Members

9. A Member of the Committee may vacate his or her position on the Committee in accordance with section 125 of Administrative Order One.

10. A member of the Committee ceases to be a member of the Committee if and when the member ceases to be a Council member.

11. A member of the Committee that is also a member of the Board of Directors for the Federation of Canadian Municipalities continues to be a member of Committee if he or she ceases to be a Board member if:

(a) another member of the Committee is also a member of such Board; or

(b) until such time as Council appoints a new member of the Committee that is also a member of the Board.

Meetings of Committee

12. The provisions of Administrative Order One shall apply to the Committee.

13. A majority of the numbers of Members of Committee that are appointed by Council is a quorum for a meeting of the Committee.

14. In the absence of the Chair, the Members of the Committee may appoint a Member of the Committee to chair the meeting.

15. Pursuant to clause 20(1)(c) of the *Halifax Regional Municipality Charter*, Council delegates the power to direct staff to prepare reports to the Committee provided that:

(a) the topic of the report is consistent with the duties of the Committee as expressed in this Administrative Order; and

(b) the topic of the report is consistent with the Council's approved strategic priorities, budgets and policies.

Remuneration

16. A Member of the Committee is not entitled to additional remuneration for serving on the Committee but may be reimbursed for expenses incurred as a Committee Member.

Done and passed in Council this day of A.D. 2017.

Mayor

Municipal Clerk