

# HALIFAX

P.O. Box 1749  
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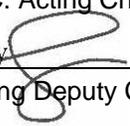
**Item No. 14.1.2**  
**Halifax Regional Council**  
**July 26, 2016**

**TO:** Mayor Savage and Members of Halifax Regional Council

Original Signed by 

**SUBMITTED BY:**

\_\_\_\_\_  
John Traves, Q.C. Acting Chief Administrative Officer

Original Signed by 

\_\_\_\_\_  
Jane Fraser, Acting Deputy Chief Administrative Officer

**DATE:** July 6, 2016

**SUBJECT:** Proposed amendment to Administrative Order 2016-001-GOV

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## **ORIGIN**

Motion of Regional Council of May 31, 2016:

MOVED by Councillor Rankin, seconded by Councillor Mosher

THAT Halifax Regional Council approve funding for the Western Common Advisory Committee from Account A121 and adopt Administrative Order 2016-001-GOV as set out in Attachment 1 of the staff report dated April 21, 2016, with an amendment to Section 10 to include one (1) member of the Halifax West Community Council.

MOTION AS AMENDED PUT AND PASSED UNANIMOUSLY.

## **LEGISLATIVE AUTHORITY**

*Halifax Regional Municipality Charter*, S.N.S. 2008, c.39, section 21(1):

The Council may establish standing, special and advisory committees.

## **RECOMMENDATION**

It is recommended that Halifax Regional Council adopt the amendments to Administrative Order 2016-001-GOV, the *Western Common Advisory Committee Administrative Order*, as set out in Attachment B of this report.

## **BACKGROUND**

On May 31, 2016, Halifax Regional Council adopted Administrative Order 2016-001-GOV, the *Western Common Advisory Committee Administrative Order*. At the time of its adoption, Council also adopted an amendment from the floor to add a ninth member to the Committee: a member of the Halifax and West Community Council. The amendment made from the floor has been incorporated into section 10 of the Administrative Order.

## **DISCUSSION**

As a result of the amendment made from the floor, a consequential amendment is required to section 11, which outlines the term of membership.

The initial appointments to the Committee are staggered; some for one year and some for two years, with subsequent two year terms for all appointments. This results in a change in half of the membership on the Committee each year. The amendments set out in Attachment B provide for the initial appointment of the member of Community Council be for 2 years, which is recommended by staff to align with the four-year Council term by providing for two Community Council appointments per Council term.

In reviewing section 11, staff also noted that the initial term of membership only dealt with 7 members, not the 8 that were originally intended, and the amendment set out in Attachment B corrects that error.

As the amendments are technical in nature, the Municipal Clerk's office has proceeded with the recruitment to populate the Committee.

## **FINANCIAL IMPLICATIONS**

There are no budget implications associated with this report.

## **RISK CONSIDERATION**

There are no significant risks associated with the recommendation in this Report. The risks considered rate Low.

To reach this conclusion, consideration was given to legal risks.

## **COMMUNITY ENGAGEMENT**

None.

## **ENVIRONMENTAL IMPLICATIONS**

None identified.

## **ALTERNATIVES**

Council could elect not to adopt the amendment as set out in Attachment B. This is not recommended, as there would be no mechanism for the initial appointment of the member of Halifax and West Community Council as adopted by Council on May 31, 2016.

## **ATTACHMENTS**

Attachment A: Showing Proposed Changes to Administrative Order 2016-001-GOV  
Attachment B: Amending Administrative Order 2016-001-GOV  
Attachment C: Incorporating Proposed Changes to Administrative Order 2016-001-GOV

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: Sara Knight, Solicitor, 902.490.4226

Report Approved by: \_\_\_\_\_  
Martin Ward, Q.C., A/Director, Legal, Insurance & Risk Management Services,  
902.490.4226

Report Approved by: \_\_\_\_\_  
Brad Anguish, Director, Parks & Recreation, 902.490.4933

Report Approved by: \_\_\_\_\_  
Kevin Arjoon, Municipal Clerk, 902-490-6456

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**Attachment “A”  
(Showing Proposed Changes)**

**ADMINISTRATIVE ORDER NUMBER 2016-001-GOV  
RESPECTING THE ADVISORY COMMITTEE ON THE WESTERN COMMON**

**WHEREAS** the Halifax Regional Municipality has established the Western Common for the purposes of public recreation, wilderness and heritage protection, future business park development and hosting the Otter Lake Solid Waste Resource Facility;

**AND WHEREAS** the Halifax Regional Municipality has approved the creation of a Regional Park within the Western Common through the Regional Municipal Planning Strategy;

**AND WHEREAS** the Halifax Regional Municipality approved the Western Common Wilderness Common Master Plan on June 15, 2010 as guidance for the future of the Western Common Park;

**AND WHEREAS** the Halifax Regional Municipality wishes to establish a committee to provide advice to Regional Council on the development, operation and protection of the Western Common Park;

**BE IT RESOLVED AS AN ADMINISTRATIVE ORDER** of the Council of the Halifax Regional Municipality under the authority of the *Halifax Regional Municipality Charter*, as follows:

**Short Title**

1. This Administrative Order may be known as the *Western Common Advisory Committee Administrative Order*.

**Interpretation**

2. In this Administrative Order,

- (a) “Committee” means the Western Common Advisory Committee;
- (b) “Community Council” means Halifax and West Community Council;
- (c) “Council” means the Council of the Halifax Regional Municipality;
- (d) “Master Plan” means the Western Common Wilderness Common Master Plan;
- (e) “Municipality” means the Halifax Regional Municipality;
- (f) “Park” means the Western Common Regional Park;
- (g) “Western Common” means those lands identified as such in the Western Common Wilderness Common Master Plan; and
- (h) “Wilderness Common” means those lands identified as such in the Western Common Wilderness Common Master Plan.

### **Purpose**

3. The purpose of this Administrative Order is to establish the terms of reference under which the Western Common Advisory Committee will advise Council on the development and operation of the Western Common.

### **The Western Common Advisory Committee**

4. There is hereby established an Advisory Committee on the Western Common.

### **The Western Common**

5. The Municipality's management of the Western Common will be guided by the following objectives:

- (a) the protection of valuable ecological and cultural assets;
- (b) the provision of access to sustainable wilderness recreation through improvements and programs;
- (c) the location of Otter Lake Regional Waste Facility; and
- (d) the possible expansion of the Ragged Lake Business Park.

### **Duties of the Committee**

6. The Committee shall monitor the phased development of the Western Common and advise Council, through the Halifax and West Community Council, on the community perspective of the implementation of the Master Plan as follows:

- (a) the Committee shall advise Council on detailed planning and development of the Park; and
- (b) the Committee shall advise Council on environmental sustainability in the Park, including:
  - (i) public access and wilderness recreation programming;
  - (ii) impact of land uses, within and adjacent to the Western Common, on the Park;
  - (iii) ecological diversity and connectivity;
  - (iv) cultural landscapes; and
  - (v) park operational matters.

### **Administrative Order One**

7. Except as herein provided, the provisions of Administrative Order One, Respecting the Procedures of Council, shall apply to the Committee.

### **Public Appointment Policy**

8. Except as herein provided, the provisions of the Public Appointment Policy shall apply to the Committee.

### **Membership**

9. The nominating body for membership on the Committee shall be the Halifax and West Community Council.

10. The Committee shall be comprised of nine (9) members as follows:
  - (a) one (1) representative of the local business community;
  - (b) one (1) member of the public with demonstrated knowledge of public recreation and trails;
  - (c) one (1) member of the public with demonstrated knowledge in applied ecological sciences;
  - (d) one (1) member of an environmental Non-Government Organization (NGO);
  - (e) one (1) member resident of the community of Goodwood/Hatchet Lake;
  - (f) one (1) member resident of Beechville/Timberlea;
  - (g) two (2) members at large with an interest in the furtherance of the Park; and
  - (h) one (1) member of Halifax and West Community Council.

#### **Term of Membership**

11. At its initial creation, ~~three~~ **four** members of the Committee shall be appointed for a term of one year and ~~four~~ **five** members, **including the member of Halifax and West Community Council**, for a term of two years, after which all appointments shall be for a term of two years.

#### **Reporting**

12. The Committee Chair shall, with the assistance of staff, submit a written report to the Halifax and West Community Council in accordance with section 6 at least once annually.

#### **Sub-Committees**

13. The Committee may appoint sub-committees, consisting of members of the Committee, to report to the Committee on matters that the Committee determines require further investigation.

14. The Committee shall appoint one of its members to chair the sub-committee at the time it constitutes the sub-committee.

15. Sub-committees shall report directly to the Committee.

#### **Meetings**

16. The Committee shall meet no less than twice annually or otherwise as required to fulfill the duties as outlined.

17. The Chair, in consultation with staff of the Office of the Municipal Clerk, shall be responsible for calling all meetings of the Committee and for setting the agenda.

#### **General**

18. For greater certainty, the Committee does not report to the Community Planning & Economic Development Standing Committee or the Environment and Sustainability Standing Committee, unless otherwise directed by Council.

19. In the absence of the Chair, the members of the Committee may select a member to chair a meeting.

Done and passed in Council this 31 day of May, 2016.

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Mayor

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Municipal Clerk

I, Kevin Arjoon, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above-noted Administrative Order was passed at a meeting of Halifax Regional Council held on May 31, 2016.

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Kevin Arjoon, Municipal Clerk

Notice of Motion: 24, 2016  
Approval: May 31, 2016

**Attachment “B”  
(Amending Administrative Order)**

**ADMINISTRATIVE ORDER NUMBER 2016-001-GOV  
RESPECTING THE ADVISORY COMMITTEE ON THE WESTERN COMMON**

**BE IT RESOLVED** that Administrative Order 2016-001-GOV, *Respecting the Advisory Committee on the Western Common* is amended as follows:

1. Section 11 is amended by:
  - (a) striking out the word “three” before the word “members” and after the comma following the words “its initial creation”;
  - (b) adding the word “four” before the word “members” and after the comma following the words “its initial creation” ;
  - (c) striking out the word “four” before the word “members” and after the words “one year and”;
  - (d) adding the word “five” before the word “members” and after the words “one year and”; and
  - (e) adding the commas and words “, including the member of Halifax and West Community Council,” after the newly added “five” and the word “members” and before the words “for a term of two years”.

Done and passed in Council this \_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

**Attachment “C”  
(Incorporating Proposed Changes)**

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RESPECTING THE ADVISORY COMMITTEE ON THE WESTERN COMMON**

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Kevin Arjoon, Municipal Clerk

Notice of Motion: May 24, 2016  
Approval: May 31, 2016