



P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Item No. 12.1.2
Environment and Sustainability Standing Committee
April 5, 2018

TO: Chair and Members of the Environment and Sustainability Standing Committee

SUBMITTED BY: Original Signed

Kelly Schnare, Chair of the Regional Watersheds Advisory Board

DATE: March 15, 2018

SUBJECT: Review of Regional Watersheds Advisory Board's Terms of Reference and Mandate

ORIGIN

February 14th and March 14, 2018 meetings of the Regional Watersheds Advisory Board.

LEGISLATIVE AUTHORITY

Regional Watersheds Advisory Board's Terms of Reference, Governance:

On behalf of Regional Council, The Environment and Sustainability Standing Committee shall provide oversight to the Advisory Board Workplan, Terms of Reference, Appointments, and other Governance matters.

RECOMMENDATION

The Regional Watersheds Advisory Board recommends that the Environment and Sustainability Standing Committee recommend that staff be directed to review the Regional Watersheds Advisory Board's Terms of Reference and mandate and take into consideration the suggestions made by the Board, as outlined in the discussion section of this report.

BACKGROUND

With the Halifax Regional Municipality's focus on environment, through the Green Network Plan and other HRM initiatives, the Regional Watersheds Advisory Board sees an opportunity to use their knowledge and expertise to advise the Environment and Sustainability Standing Committee (ESSC) on more extensive water related matters. Currently their mandate limits the Board to only providing advice when directed by ESSC or is staff initiated.

DISCUSSION

The Regional Watersheds Advisory Board discussed proposed changes to their Terms of Reference and mandate at their February 14th and March 14, 2018 meetings.

Proposed changes to the Board's purpose:

- Ability to advise on solid waste management issues (e.g. if a composting or waste facility were to be built near a watershed)
- Ability to advise on joint projects between HRM and Halifax Water
- Have the Environment and Sustainability Standing Committee and other business units, such as Energy and Environment and Solid Waste Resources, provide yearly work plans to the Regional Watersheds Advisory Board
- Have a mechanism to be able to bring municipal water related issues that represent the public interest to the attention of the Environment and Sustainability Standing Committee and highlight concerns at the earliest stage for possible policy and planning considerations (e.g. land based issue such as winter road maintenance operations, or beach and lake water quality testing)

Proposed changes to the Board's composition:

- Have representation from a member of Halifax Regional Council to establish and create a link (liaison) between Council and the Regional Watersheds Advisory Board
- Replace the word 'NGO' with *Environmental Community Group* as a more friendly terminology
- Remove the doctoral training clause and have a less limiting academic connection requirement. The individuals should be active professionals.
- Have formal mechanisms to receive feedback from the outcomes of the recommendation made by the Regional Watersheds Advisory Board

FINANCIAL IMPLICATIONS

There are no financial implications related to the development of a report, however, any financial implications arising out of the changes to the Terms of Reference will need to be identified by staff in the requested report.

RISK CONSIDERATION

Risk considerations will need to be identified by staff in the requested report.

COMMUNITY ENGAGEMENT

The Regional Watersheds Advisory Board is an advisory committee to the Environment and Sustainability Standing Committee and is comprised of eight members of the public, with a composition for up to 12 members of the public. The meetings are open to the public and the agendas and minutes are posted on Halifax.ca in advance of the meeting.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications identified.

ALTERNATIVES

The Board did not provide alternatives.

ATTACHMENTS

Regional Watersheds Advisory Board Terms of Reference

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: Krista Vining, Legislative Assistant, Office of the Municipal Clerk, 902-490.6519

Regional Watersheds Advisory Board Terms of Reference

Purpose: As subject matter experts, with respect to watershed management, the Watersheds Advisory Board:

1. Advises the Environment and Sustainability Standing Committee on municipal policy projects as required under the HRM Charter, the Regional Municipal Planning Strategy, and Secondary Planning Strategies, and as may be specifically assigned by the Environment & Sustainability Committee;
2. As required by the HRM Charter, the Regional Municipal Planning Strategy, and Secondary Planning Strategies, to fulfil the legislated requirements with respect to municipal development activities;
3. Performs duties as directed by Regional Council on matters described in the Municipal Planning Strategies.

Composition:

- Up to five (5) water related professionals at large
- Up to two (2) seats for current faculty members at post-secondary institutions or for research scientists, with doctoral training, working in watershed management
- Up to two (2) representatives of Environmental NGO's or Recreational Organizations
- One (1) Citizen at large may be appointed by each Community Council

Terms:

To build and maintain technical and procedural expertise, six (6) of the twelve (12) members shall be appointed for a two-year term and the remaining six (6), for a three-year term.

Governance:

On behalf of Regional Council, The Environment and Sustainability Standing Committee shall provide oversight to the Advisory Board Workplan, Terms of Reference, Appointments, and other Governance matters.

Policy Development and Review Projects:

The Halifax Regional Municipality is enabled through the HRM Charter, as an act of Provincial legislation, to be the primary authority for planning within its jurisdiction. The Municipal Planning Strategies enacted by Regional Council are the overarching municipal policy set. The HRM Charter defines the mandate and authority of the municipality in planning matters and municipal planning provides statements of policy to guide the development and management of the municipality including establishing policies to provide a framework for the environmental, social and economic development within the Municipality. All assigned policy projects must comply with these policies and legislative directions.

Officers:

The Board shall have a Chair and Vice Chair to be elected from among its members at the first meeting following composition and at the first meeting of the calendar year. The Vice Chair shall act a Chair in the absence of the Chair. The Chair and Vice Chair may be reappointed for subsequent terms providing they are still members of the Board.

Staff Complement:

The municipality shall supply Board support from the Clerk's Office. The Manager of Energy and Environment shall be the primary staff liaison.

Meetings:

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

Quorum:

The quorum for regular meetings shall be in accordance with Section 74 of Administrative Order 1 – Quorum of Committees.

Appointments:

The Environment and Sustainability Standing Committee is designed to be both the nominating and appointing body for members of the Board, except for the members appointed by each of the Community Councils, for which the Community Council will serve as both the nominating and appointing body. Appointments shall be made in accordance with the Public Appointment Policy adopted by Regional Council.

Vacating a Position:

During the term of Office a member may vacate their position on the Board in accordance to the procedures set out in Section 68 of Administrative Order 1 – Vacating a Position on Committee.

Procedure:

Meeting procedures shall be governed by the HRM Administrative Order 1 – Respecting Procedures of Council as it related to Committee Procedures.

Approved February 19, 2013

Amended: May 14, 2013