



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

Item No. 14.1.8
Halifax Regional Council
May 10, 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

Brad Anguish, Acting Deputy Chief Administrative Officer

DATE: April 14, 2016

SUBJECT: **Proposed Amendments to Administrative Order 48**, Respecting the Creation of Community Councils – Renaming District 12

ORIGIN

Motion approved at the April 12, 2016 Halifax Regional Council meeting

That Halifax Regional Council approve the renaming of District 12 to become Timberlea – Beechville – Clayton Park – Wedgewood and direct staff to bring forward an amendment to Administrative Order 48 to reflect the new name.

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Charter says

364 Part XVI of the *Municipal Government Act* applies to the Municipality.

Subsection 354 (7) is included in Part XVI of the *Municipal Government Act* and says

The boundaries, names and numbers of the polling districts in a municipality continue to be as they were on July 1, 1996, unless altered by the Board pursuant to this Act.

By Order of the Utility and Review Board, Re: Halifax Regional Municipality, 2012 NSUARB 228,

2. In the future, HRM may from time to time, without approval from the Board, amend the names of its polling districts, provided the district numbers are not changed.

Motion of Regional Council April 12, 2016

RECOMMENDATION

It is recommended that Halifax Regional Council adopt the proposed amendments to Administrative Order 48, *Respecting the Creation of Community Councils*, as set out in Attachment 2 of this staff report dated April 14, 2016.

BACKGROUND

At the April 12, 2016 meeting of Regional Council, Councillor Rankin, submitted a Request for Council's Consideration form requesting that Regional Council approve the renaming of District 12 as follows: Timberlea – Beechville – Clayton Park – Wedgewood.

The reasoning for this request as outlined in the form was the current name did not provide for the distinction between the communities of Clayton Park West and Wedgewood. To better recognize these communities the proposed change removes the word "West" and adds in the community of Wedgewood.

DISCUSSION

Based on Regional Council's motion of April 12, 2016, Administrative Order 48, *Respecting the Creation of Community Councils* has been amended to reflect the new District 12 name as approved by Regional Council.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

RISK CONSIDERATION

N/A

COMMUNITY ENGAGEMENT

Regional Council meetings are open to the public.

ENVIRONMENTAL IMPLICATIONS

N/A

ALTERNATIVES

Halifax Regional Council may choose not to approve the recommendations as outlined in this report. This is not the recommended option.

ATTACHMENTS

- Attachment 1 - Showing proposed changes to Administrative Order 48
- Attachment 2 - Amending Administrative Order
- Attachment 3 - Administrative Order incorporating all proposed changes

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: Laura Lewis, Agenda and Council Coordinator, Municipal Clerk's Office, 902.490.6525

Report Approved by: _____
Kevin Arjoon, Municipal Clerk, 902.490.6456

Report Approved by: _____
Martin Ward, Acting Director Legal, Insurance and Risk Management, 902.490.6532

Attachment 1 – Showing Proposed Changes to AO 48

**HALIFAX REGIONAL MUNICIPALITY
ADMINISTRATIVE ORDER NUMBER 48
RESPECTING THE CREATION OF
COMMUNITY COUNCILS**

BE IT RESOLVED AS AN ADMINISTRATIVE ORDER of the Council of the Halifax Regional Municipality as follows:

Short Title

1. This Administrative Order may be cited as Administrative Order Number 48, the Community Council Administrative Order.

Community Councils

2. There is hereby established the following Community Councils:

(a) the North West Community Council for the area of the Halifax Regional Municipality that on the 6th day of November 2012 is included in:

- i) polling district 1, Waverley - Fall River - Musquodoboit Valley;
- ii) polling district 13, Hammonds Plains - St. Margarets;
- iii) polling district 14, Middle/Upper Sackville - Beaver Bank - Lucasville;
- iv) polling district 15, Lower Sackville; and
- v) polling district 16, Bedford – Wentworth.

(b) the Harbour East-Marine Drive Community Council for the area of the Halifax Regional Municipality that on the 6th day of November 2012 is included in:

- i) polling district 2, Preston - Chezzetcook - Eastern Shore;
- ii) polling district 3, Dartmouth South - Eastern Passage;
- iii) polling district 4, Cole Harbour – Westphal;
- iv) polling district 5, Dartmouth Centre; and
- v) polling district 6, Harbourview - Burnside - Dartmouth East.

(c) the Halifax and West Community Council for the area of the Halifax Regional Municipality that on the 6th day of November 2012 is included in:

- i) polling district 7, Halifax South Downtown;
- ii) polling district 8, Halifax Peninsula North;
- iii) polling district 9, Halifax West Armdale;
- iv) polling district 10, Halifax – Bedford Basin West;
- v) polling district 11, Spryfield – Sambro Loop - Prospect Road; and

vi) polling district 12, Timberlea - Beechville - Clayton Park ~~West~~ - Wedgewood

with the exception of the shaded area of the Halifax Regional Municipality as shown on Schedule 1.

Powers

3. (1) Subject to subsection (3) of this section, sections 29, 30 and 31 of the *Halifax Regional Municipality Charter* apply to each Community Council.

(2) Repealed.

(3) A Community Council shall create no more than two planning advisory committees.

(4) If a Community Council creates a planning advisory committee, the terms of reference for the planning advisory committee shall be as set out in Schedule 3 of this Administrative Order.

(5) Nothing in this section prevents a Community Council from:

(a) limiting or adding to the duties of a planning advisory committee from those duties prescribed by section 4 of Schedule 3 of this Administrative Order; or

(b) specifying the number of community citizens that must be appointed to a planning advisory committee from a specified District or portion of a District.

Financial Consequences

4. A Community Council shall not pass any resolution or make any decision which could potentially result in financial consequences for the Municipality which are contrary to those which would result from a previous decision of the Regional Council, unless and until the financial consequences are presented to the Regional Council and approved by it.

Policies and Procedures

5. Repealed.

Effective Date

6. This Administrative Order comes into force December 3, 2012.

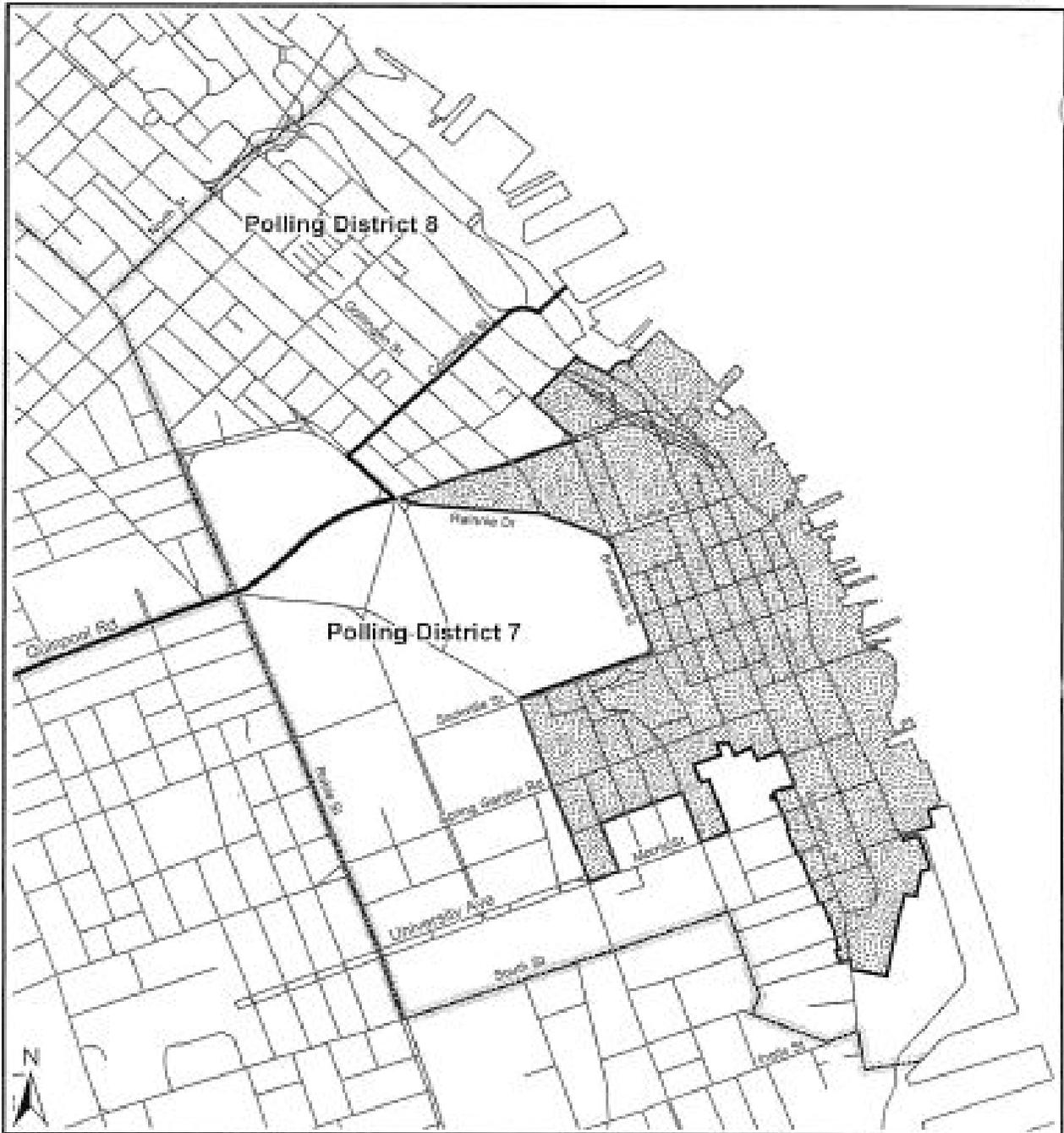
Done and passed in Council this 27th day of November, A.D. 2012.

MAYOR

MUNICIPAL CLERK

I, Cathy Mellett, Municipal Clerk of Halifax Regional Municipality, hereby certify that the above noted Administrative Order was passed at a meeting of Halifax Regional Council held on November 27, 2012.

Cathy Mellett, Municipal Clerk



**Schedule 1 - Area to be Excluded from
Western Community Council**



 Downtown Halifax Plan Area  2012 District Boundary Lines



Halifax Plan Area
Downtown Halifax Secondary Municipal Plan Area

HRM does not guarantee the accuracy of any representation on this plan.

SCHEDULE 2

Repealed.

SCHEDULE 3

TERMS OF REFERENCE

PLANNING ADVISORY COMMITTEE

Serving Polling Districts _____, _____ and ____ (and the portion of Districts ____ and ____ (map attached)) incorporated into the _____ Community Council.

1. **Membership**

- Up to 2 Community Council Members
- Up to 8 community citizens

2. **Appointment**

- Term of Appointment
 - Councillor: 1 year
 - Residents: 2 years
- Appointments shall be made by the Community Council.
- The Committee shall annually elect from its non-council members a Chair and Vice-Chair.

3. **Re-appointment of Members**

- Citizen members may be appointed for a maximum of two (2) consecutive terms.
- Citizen members may be appointed for more than two (2) consecutive terms when there are no other interested and qualified candidates.

4. **Legislated Duties**

- To advise the Community Council with respect to the preparation or amendment of planning documents within or affecting (all or portions of) Polling Districts _____, _____ and _____ incorporated into the Community Council. The term "planning documents" shall be as defined in clause m of section 209 of the *Halifax Regional Municipality Charter*.
- To advise the Community Council with respect to planning matters generally within or affecting (all or portions of) Polling Districts _____, _____, and _____ incorporated into the Community Council. The term "planning matters" means any discretionary decision of Community Council related to the use and development of land.
- Hold public meetings associated with municipal planning strategy amendments as deemed necessary.

5. **Additional Duties**

- As may be directed by Community Council.

6. Meetings

- The Planning Advisory Committee shall meet at least once per month or as required to conduct business of the Committee. Additional meetings may be scheduled at the discretion of the Chair in consultation with staff.
- The quorum for regular meetings shall be in accordance with Section 74 of Administrative Order One, the Procedure of Council Administrative Order, Quorum of Committee.
- Any member of the Committee who fails to attend three (3) consecutive meetings, without having been excused by the Committee shall vacate the member's seat in accordance with subsection 3 of section 68 of Administrative Order One, the Procedure of Council Administrative Order, and subsection 1 of section 22 of the *Halifax Regional Municipality Charter*.
- All Planning Advisory Committee meetings shall be open to the public, or as allowed under Part VII Section 218 (1) of the *Halifax Regional Municipality Charter*.

7. Procedure

Meeting procedures shall be governed by the HRM Administrative Order One, the Procedure of Council Administrative Order, as it relates to Committee Procedures.

8. Remuneration

Remuneration shall be paid related to travel for attendance at meetings at rates established by Halifax Regional Municipality.

9. Resignation

A member may resign from the Committee at any time in accordance with Section 68 of Administrative Order One, the Procedure of Council Administrative Order, Vacating of Position on Committee.

Notice of Motion: November 13, 2012
Approval: November 27, 2012
Effective Date: December 3, 2012

Amendment # 1

Name Change

Notice of Motion: December 11, 2012

Approval: January 15, 2013

Amendment # 2

Planning Advisory Committees

Notice of Motion: February 12, 2013

Approval: February 19, 2013

Amendment # 3

Name Change for Districts 7, 8 & 9

Notice of Motion: May 13, 2014

Approval: May 20, 2014

Amendment # 4

Repeal Schedule 2

Notice of Motion: June 2, 2015

Approval: November 10, 2015

Attachment 2
(Amending Administrative Order)

HALIFAX REGIONAL MUNICIPALITY
ADMINISTRATIVE ORDER NUMBER 48
RESPECTING THE CREATION OF
COMMUNITY COUNCILS

BE IT RESOLVED AS AN ADMINISTRATIVE ORDER of the Council of the Halifax Regional Municipality that Administrative Order 48, the *Community Council Administrative Order*, is further amended as follows:

1. Subclause 2(c)(vi) is amended by:
 - (a) striking out the word "West" after the word "Park" and before the end of the clause; and
 - (b) adding a dash and the word "- Wedgewood" after the word "Park" and before the end of the clause.

Done and passed in Council this day of , A.D. 2016.

MAYOR

MUNICIPAL CLERK

HALIFAX REGIONAL MUNICIPALITY
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with the exception of the shaded area of the Halifax Regional Municipality as shown on Schedule 1.

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Policies and Procedures

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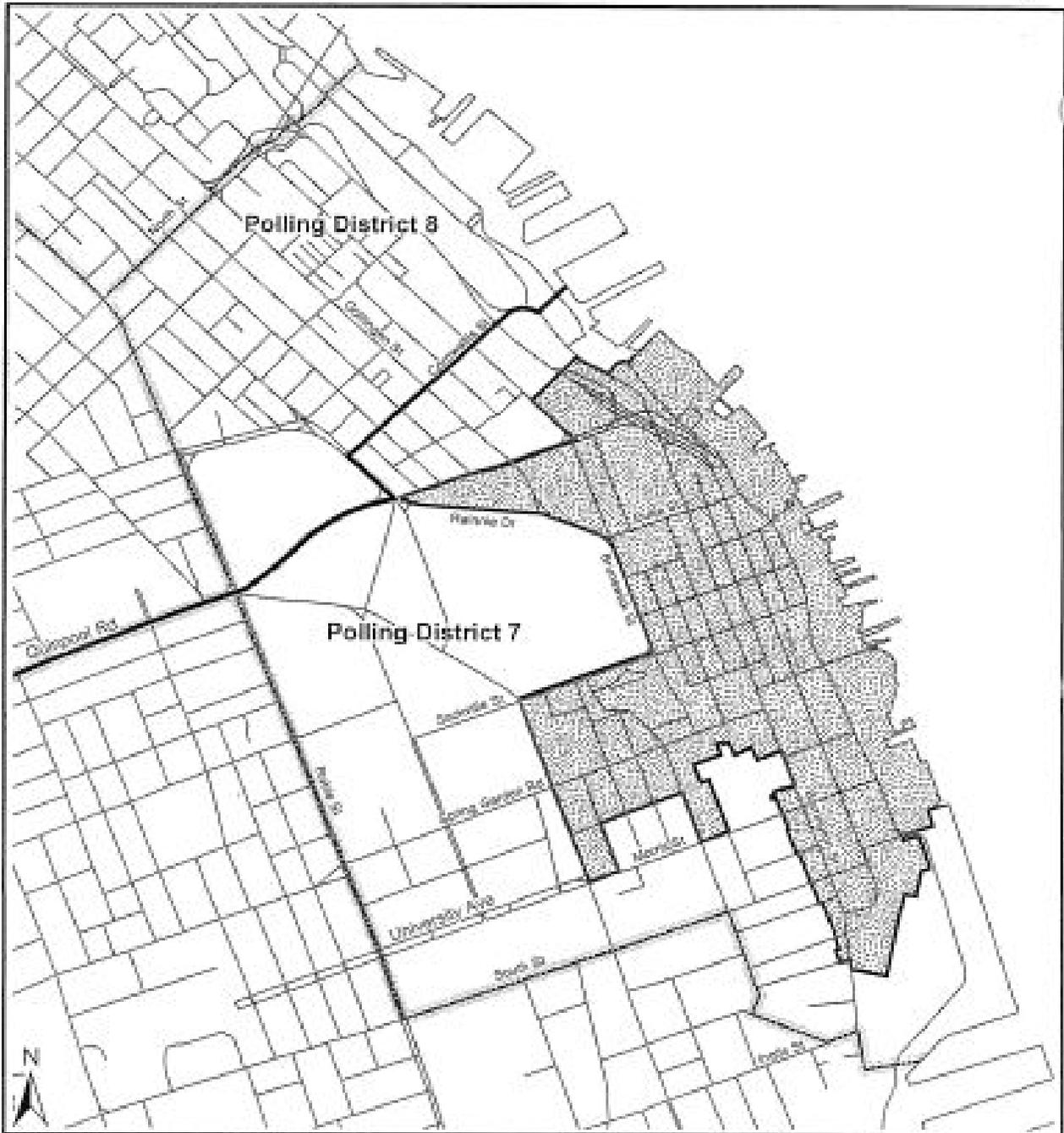
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