

# HALIFAX

P.O. Box 1749  
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**Item No. 14.1.4**  
**Halifax Regional Council**  
**October 30, 2018**

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

Original Signed by 

**SUBMITTED BY:** Jacques Dubé, Chief Administrative Officer

**DATE:** October 9, 2018

**SUBJECT:** Councillor Appointments – Nominations of Councillors to Various Boards and Committees

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## **ORIGIN**

The process on how members of Council are appointed to Committees is outlined in Sections 119 and 120 of the Administrative Order No. 1, (Procedure of Council) under the heading Elections and Appointments. In addition, each committee has terms of reference, which sets forth its membership composition.

## **LEGISLATIVE AUTHORITY**

See Attachment 3.

## **RECOMMENDATION**

It is recommended that Halifax Regional Council

- 1) Suspend the rules of procedures requiring the Executive Standing Committee to review the nominations and make a recommendation to Regional Council;
- 2) Appoint the Councillors to the Standing Committees, Boards and Committees as outlined in Attachment 1; and
- 3) Appoint the Councillors to the Standing Committees, Boards and Committees who are the successful candidates after a vote by secret ballot, as outlined in Attachment 2.

## **BACKGROUND**

Regional Council has a number of Standing Committees, Boards and Committees on which members of Regional Council are required to serve in accordance with the Terms of Reference of those Committees. November is the customary time of year at which appointments expire and new appointments are required to fill any vacancies on Standing Committees, Boards and Committees.

## **DISCUSSION**

An expression of interest was issued from the Office of the Municipal Clerk to all duly elected members of Regional Council regarding interest in serving on the various Standing Committees, Boards and Committees of Council. The results of the survey have been compiled into two attachments, Attachment 1 outlines where there is sufficient vacancies to accommodate each Councillor, and Attachment 2 reflects where there are more applications from members of Council than vacancies.

The report does not reflect the full slate of appointments required by Regional Council. Some committee appointments, such as the Halifax Harbour Bridges Commission, Destination Halifax, and the Executive Standing Committees, will be made by recommendation from the newly formed Standing Committees and then be ratified by Regional Council.

It is customary for the appointments of Members of Council to be presented to the Executive Standing Committee for review. However, staff has recommended that Council suspend section 4, Membership Selection of Schedule 6 of Administrative Order One (AO 1), Executive Standing Committee Terms of Reference. Section 4 states:

4. The Executive Standing Committee shall act as the Membership Selection Committee of the Council with a mandate to function as the nomination committee for appointment to Boards and Committee, including at large nomination to Standing Committees, except as delegated to other Standing Committees of Council.”

Regional Council is required, by motion, to confirm the appointment of Members of Council to the Standing Committees, Board and Committees of Council. In accordance with AO 1, clause 120 (3)(c) where more than the required for the committee of Council stand for election, a vote shall be taken by secret ballot.

## **FINANCIAL IMPLICATIONS**

There are no budget implications to this report.

## **RISK CONSIDERATION**

A delay in considering and making appointments could result in additional delays for other meeting schedules and business of Committees, as they would be formed at a later date.

## **COMMUNITY ENGAGEMENT**

None required

## **ENVIRONMENTAL IMPLICATIONS**

Not Applicable

## **ALTERNATIVES**

None Recommended

**ATTACHMENTS**

Attachment # 1 – Committees with Sufficient Vacancies to Accommodate each Councillor

Attachment # 2 – Committees with More Applications than Vacancies

Attachment # 3 – Legislative Authorities

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A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Kevin Arjoon, Municipal Clerk 902.490.4210

Original Signed

Report Approved by:

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John Traves, Q.C., Director, Legal, Municipal Clerk & External Affairs

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# Attachment 1

Committees with Sufficient Vacancies to Accommodate each Councillor

<b>Community Council Appointments</b>				
<b>Board/Committee</b>	<b>Current Members</b>	<b>Action Required by Regional Council</b>	<b>Community Council Appointments</b>	<b>Councillor Appointments</b>
<b>Halifax Peninsula Planning Advisory Committee</b>	Waye Mason Lindell Smith	Appoint up to (2) HWCC Members for a term to November 2019.	Waye Mason Lindell Smith	Waye Mason Lindell Smith
<b>North West Planning Advisory Committee</b>	Tim Outhit Lisa Blackburn	Appoint up to (2) NWCC Members for a term to November 2019. (One year term)	Tim Outhit Lisa Blackburn	Tim Outhit Lisa Blackburn

<b>Community Council Nominations</b>				
<b>Board/Committee</b>	<b>Current Members</b>	<b>Action Required by Regional Council</b>	<b>Community Council Nominations</b>	<b>Recommended Councillor Appointments</b>
<b>Appeals</b>	Steve Streach David Hendsbee Sam Austin Russell Walker Stephen Adams Lisa Blackburn	Two (2) Members from each Community Council must be appointed by Council (6 members in total)	Lisa Blackburn (NWCC) Matt Whitman (NWCC) David Hendsbee (HEMDCC) Sam Austin (HEMDCC) Russell Walker (HWCC) Stephen Adams (HWCC)	Lisa Blackburn Matt Whitman David Hendsbee Sam Austin Russell Walker Stephen Adams
<b>Point Pleasant Park Advisory Committee</b>	Waye Mason	Appoint the District 7 Councillor for a term to November 2020.	Waye Mason	Waye Mason
<b>Shubenacadie Canal Commission</b>	Tony Mancini Sam Austin	Appoint (2) Councillors for a term to November 2020.	Tony Mancini Sam Austin	Tony Mancini Sam Austin
<b>Western Common Advisory Committee</b>	Stephen Adams	Appoint (1) Member from the HWCC for a term to November 2020.	Richard Zurawksi	Richard Zurawksi

## Attachment 1

Committees with Sufficient Vacancies to Accommodate each Councillor

<b>Appointments to Standing Committee</b>				
<b>Board/Committee</b>	<b>Current Members</b>	<b>Action Required by Regional Council</b>	<b>Community Council Appointments</b>	<b>Recommended Councillor Appointments</b>
<b>Environment and Sustainability</b>	Steve Streach Bill Karsten Tony Mancini Shawn Cleary Richard Zurawski Lisa Blackburn	Three (3) Members at Large appointed by Regional Council.	Lisa Blackburn (NWCC) Tony Mancini (HEMDCC) Richard Zurawski (NWCC)  One (1) Member appointed by each Community Council	Lisa Blackburn Tony Mancini Richard Zurawski Steve Streach David Hendsbee Shawn Cleary

<b>Other Appointments</b>			
<b>Board/Committee</b>	<b>Current Members</b>	<b>Action Required</b>	<b>Recommended Councillor Appointments</b>
<b>Community Monitoring Committee</b>	Stephen Adams Richard Zurawski Matt Whitman	Appoint Councillors from adjacent District 11 & 12 Appoint a member at large for a term to November 2020	Stephen Adams Richard Zurawski Matt Whitman
<b>HRM Chain of Lakes Trails Association</b>	Shawn Cleary Russell Walker	Appoint Councillors from District 9 & 10 for a term to November 2020.	Shawn Cleary Russell Walker
<b>Cole Harbour Place</b>	Lorelei Nicoll	Appoint (1) Member for a term to November 2020.	Lorelei Nicoll
<b>Dartmouth Sportsplex</b>	Sam Austin	Appoint (1) Member for a term to November 2020.	Sam Austin
<b>CLC Ragged Lake</b>	Stephen Adams	Appoint Councillor from District 11 for a term to November 2020.	Stephen Adams

**Mayor Savage serves as Chair of Executive Standing Committee and Ex Officio to all HRM Committee**

## Attachment 2

### Committees with More Applications than Vacancies

Board/Committee	Current Members	Composition	Community Council Appointments	Interested	Action Required by Regional Council	Councillor Appointment(s)
<b>Audit &amp; Finance</b>	Bill Karsten Lorelei Nicoll Russell Walker Stephen Adams Steve Craig Matt Whitman	One (1) Member appointed by each Community Council AND Three (3) Members at Large appointed by Regional Council.	Steve Craig (NWCC) Bill Karsten (HEMDCC) Russell Walker (HWCC)	Lorelei Nicoll Stephen Adams Matt Whitman Tim Outhit	Appoint three (3) Members at Large	
<b>Community Planning &amp; Economic Development</b>	David Hendsbee Sam Austin Waye Mason Lindell Smith Steve Craig Tim Outhit	One (1) Member appointed by each Community Council AND Three (3) Members at Large appointed by Regional Council.	Steve Streach (NWCC) Sam Austin (HEMDCC) Waye Mason (HWCC)	David Hendsbee Lindell Smith Shawn Cleary Steve Craig Tim Outhit Lorelei Nicoll Richard Zurawski Matt Whitman	Appoint three (3) Members at Large	
<b>Transportation</b>	Lorelei Nicoll Waye Mason Lindell Smith Shawn Cleary Richard Zurawski Tim Outhit	One (1) Member appointed by each Community Council AND Three (3) Members at Large appointed by Regional Council.	Tim Outhit (NWCC) Lorelei Nicoll (HEMDCC) Shawn Cleary (HWCC)	Bill Karsten Tony Mancini Waye Mason Lindell Smith Richard Zurawski Steve Streach Russell Walker Stephen Adams	Appoint three (3) Members at Large	

**Members appointed to two Standing Committees:**

Lisa Blackburn (Environment and Sustainability and nominated by Community Council for Appeals)

David Hendsbee (Environment and Sustainability and nominated by Community Council for Appeals)

<b>Board/Committee</b>	<b>Current Members</b>	<b>Interested</b>	<b>Action Required by Regional Council</b>	<b>Councillor Appointment(s)</b>
<b>Halifax Regional Library Board</b>	Lisa Blackburn Sam Austin	Sam Austin Shawn Cleary Richard Zurawski Lisa Blackburn Tim Outhit Lorelei Nicoll Tony Mancini	Appoint (2) members of Regional Council for a term to November 2020.	
<b>Halifax Forum Community Association</b>	Lindell Smith	Lindell Smith Steve Adams Russell Walker	Appoint (1) Member for a term to November 2020.	
<b>Canada Games Centre</b>	Richard Zurawski	Russell Walker Richard Zurawski	Appoint (1) Member for a term to November 2020.	
<b>Alderney Landing</b>	Sam Austin	Sam Austin	Appoint <u>up to</u> (2) Members at large for a term to November 2020.	
<b>Board of Police Commissioners</b>	Steve Craig (2019) Waye Mason Tony Mancini	Tony Mancini Lindell Smith Shawn Cleary Steve Streach Russell Walker Tim Outhit	Appoint (2) Councillors for a term to November 2020.	

**Mayor Savage serves as Chair of Executive Standing Committee and Ex Officio to all HRM Committee**

## Attachment 3 Legislative Authority

### *The Procedures of the Council Administrative Order.*

119. A report with recommendations for nomination and appointment shall be brought forward to the appropriate nominating or appointing body in accordance with the *HRM Charter*, the Public Appointment Policy and Terms of Reference adopted by the Council.

120. (1) The motion for the election of Members by the Council to Standing Committees shall be made in November of every second year.

(2) The motion for the election of Members by the Community Council to a Standing Committee shall be made in November annually.

(3) Nomination or appointment at the applicable body shall proceed as follows:

- (a) nominations or appointments shall be moved and seconded;
- (b) the Presiding Officer shall call for any further nominations and shall be moved or seconded;
- (c) where more than the number required for the committee of the Council stand for election, a vote shall be taken by secret ballot,
- (d) where two or more nominations have an equal number of votes for an appointment, the second vote shall be taken to decide which one or more of such nominees shall be appointed; and
- (e) where the second vote is taken and two or more nominees continue to have an equal number of votes, the appointment shall be made by draw.

(4) A Member may be placed on a committee of the Council notwithstanding the absence of the Member at the time of appointment.

### Schedule 1, *The Procedures of the Council Administrative Order*, Appeals Standing Committee, Terms of Reference,

- 2. (1) The Appeals Standing Committee shall consist of six (6) Members of the Council.
- (2) Two (2) Members shall be appointed by the Council from each Community Council.
- (3) The term of each appointment shall be for two (2) years.

### *Appeals Committee Bylaw,*

- 3 (2) The Appeals Committee will consist of six (6) Councillors, appointed by Council.
- (3) The members of the Appeals Committee will be appointed for such term as Council may direct and will hold office at the pleasure of Council.
- (4) A member of the Appeals Committee will be eligible for re-appointment.

### Schedule 2, *The Procedures of the Council Administrative Order*, Audit and Finance Standing Committee, Terms of Reference,

- 2. (1) The Audit and Finance Standing Committee shall consist of six (6) Members of the Council.
- (2) The Members of the Audit and Finance Standing Committee shall be appointed by the Council as follows:
  - (a) one (1) Member appointed from each Community Council; and
  - (b) three (3) Members appointed at large.
- (3) The term of each appointment shall be for two (2) years.

### Schedule 3, *The Procedures of the Council Administrative Order*, Community Planning and Economic Development Standing Committee, Terms of Reference,

- 2. (1) The Community Planning and Economic Development Standing Committee shall consist of six (6) Members of the Council.
- (2) The Members of the Community Planning and Economic Development Standing Committee shall be appointed by the Council as follows:

- (a) one (1) Member appointed from each Community Council; and
  - (b) three (3) Members appointed at large.
- (3) The term of each appointment shall be for two (2) years.

Schedule 5, *The Procedures of the Council Administrative Order*, Environment and Sustainability, Terms of Reference

- 2 (2) The Members of the Environment and Sustainability Committee shall be appointed by the Council as follows:
- (a) one (1) Member appointed from each Community Council; and
  - (b) three (3) Members appointed at large.
- (3) The term of each appointment shall be two years.

Schedule 7, *The Procedures of the Council Administrative Order*, Transportation Standing Committee, Terms of Reference

3. (1) The Transportation Standing Committee shall consist of six (6) Members of the Council.
- (2) The Members of the Transportation Committee shall be appointed as follows:
- (a) one (1) Member appointed from each Community Council, and
  - (b) three (3) Members appointed at large.
- (3) The term of each appointment shall be two (2) years.

*Police Board By-law*, subsection 4(1):

4. (1) The Council shall appoint six members to the Board who shall hold office for such term as Council may direct, not to exceed three years.

*Shubenacadie Canal Commission Act*

- 4 (1) The Commission consists of
- (a) four persons resident in Halifax Regional Municipality appointed by the Council of Halifax Regional Municipality, for such terms of office as the Council may determine;

*Western Common Advisory Committee Administrative Order*

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