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Item No. 13.1.1
North West Community Council
November 9, 2020

TO: Chair and Members of North West Community Council

- Original Signed -

SUBMITTED BY:

Jacques Dubé, Chief Administrative Officer

DATE: October 26, 2020

SUBJECT: Review of Report Requests

ORIGIN

Staff report to North West Community Council to review the list of report requests in accordance with Administrative Order 1, Section 76(2).

LEGISLATIVE AUTHORITY

Administrative Order 1 Section 76(2) "At the first meeting of the subsequent Council following the swearing into office of the new Members, the status sheet shall be tabled and upon review Council may withdraw any item(s) from the status sheet."

RECOMMENDATION

It is recommended that North West Community Council review the attached list of report requests, as outlined in Attachment 1, and bring forward any items recommended to be withdrawn.

BACKGROUND

Community Council may, by motion, request that a staff report be requested through the Chief Administrative Officer. Prior to September 2014, requests for reports were maintained by the Office of the Municipal Clerk in a tracking document referred to as a “status sheet”. In September 2014, a new corporate tracking tool was launched called “Report Centre;” to allow for centralized tracking, and older requests for reports were added into Report Centre. All new requests for reports are now tracked via this tool.

DISCUSSION

Administrative Order 1, the Procedure of the Council Administrative Order, section 76(2), allows for the review of report requests following a Municipal Election and the Swearing In of a new Mayor and Council.

North West Community Council may review the requests as outlined in Attachment 1 and advise if any of these items should be withdrawn. There is currently only one request in Report Centre from North West Community Council.

Following the review, any item(s) recommended to be withdrawn will be archived from Report Centre, cancelling the previous request for a staff report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

RISK CONSIDERATION

If subsequent to this review, a member wishes to withdraw a motion which previously approved a request for a staff report, a notice of motion would be required prior to the motion being considered in accordance with Administrative Order 1.

COMMUNITY ENGAGEMENT

Community Council meetings are open to the public.

ENVIRONMENTAL IMPLICATIONS

N/A

ALTERNATIVES

North West Community Council could choose not to review the current lists of requests for staff reports and take no action at this time.

ATTACHMENTS

Attachment 1 – Report Center – Requests for Staff Reports

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: April Stewart, Acting Council Coordinator 902.490.5442

Attachment 1

Date of Request	Name	Original Motion / Description	Councillor
10/30/2012	Changes to Mobile Home Park By-Laws	That North West Community Council request that staff investigate and provide a status update on changes to HRM mobile home park by-laws	Johns, Brad