



PO Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

MEMORANDUM

TO: Chair and Members of the Community Design Advisory Committee

CC:

FROM: Robyn Dean – Legislative Assistant, Office of the Municipal Clerk

DATE: November 7, 2019

SUBJECT: Committee Appointments Expiring November 30, 2019

This will confirm that the term of appointment for the following members of the Community Design Advisory Committee will expire on November 30, 2019:

Volunteer Name	Position	Term Expiry Date	Term Status:
Rima Thomeh	Member	30-Nov-19	1st Term
Eric Burchill	Member	30-Nov-19	Over Two Terms
Reg Manzer	Member	30-Nov-19	1st Term
William Book	Member	30-Nov-19	Over Two Terms
Jenna Khoury-Hannah	Member	30-Nov-19	1st Term
Gaynor Watson-Creed	Vice Chair	30-Nov-19	1st Term
Christopher Daly	Member	30-Nov-19	1st Term

The Public Appointments Policy – Governing citizens appointments to HRM agencies, boards, committees and commissions and external bodies was approved by Halifax Regional Council in August 2011 and states applicants including those currently serving on a committee must apply in order to be considered. It also states that generally only two (2) consecutive terms can be served by members of a Committee (Section 3. Terms & Length of Service). The link to the policy can be found at the following website <https://www.halifax.ca/city-hall/boards-committees-commissions/volunteer-boards-committees/public-appointment-policy> All appointments are made in accordance with this policy.

If you meet the requirements of the policy and you wish to re-apply, you can do so by completing an application form at <https://www.halifax.ca/city-hall/boards-committees-commissions/volunteer-boards-committees/boards-committees-volunteer> or by mail to Municipal Clerk's Office, PO Box 1749, Halifax, Nova Scotia, B3J 3A5, or by email serve@halifax.ca or by fax to 902-490-4208. Your application should be accompanied by any additional information that would assist in making appointments and/or nominations to Halifax Regional Council, such as a cover letter or resume. Where applicable, please state the membership category you are applying to represent.

Robyn Dean, Office of the Municipal Clerk

Tel: 902.490.6520
Email: deanr@halifax.ca halifax.ca

Please note that all appointments are at the discretion of Council and when the appointments have been ratified by Council, you will be notified of the outcome. Committee membership continues until such time as Council makes their decisions. If you have any questions, please free to contact me.

Please note that the deadline for applications for Committees is **Monday, December 2, 2019, at 11:59 p.m.** In accordance with the Public Appointment Policy, late applications shall not be considered.

Sincerely,

- Original Signed -

Robyn Dean

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