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*.

Interpretation
1A. In this Administrative Order,

(a) "Charter" means *Halifax Regional Municipality Charter,* 2008, SNS, c. 39, as amended.

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, Prospect Road – St. Margarets;
iii) polling district 14, Hammonds Plains – Upper Hammonds Plains – Lucasville – Middle & Upper Sackville;
iv) polling district 15, Lower Sackville – Beaver Bank; 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, Lawrencetown –The Lakes – Chezzetcook – Eastern Shore;
ii) polling district 3, Dartmouth South – Woodside – Eastern Passage;
iii) polling district 4, Cole Harbour – Westphal – Preston – Cherry Brook;
iv) polling district 5, Dartmouth Centre; and
v) polling district 6, Dartmouth East – Burnside;

(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; and
vi) polling district 12, Timberlea – Beechville – Clayton Park – Wedgewood

with the exception of the Downtown Halifax area of the Halifax Regional Municipality as shown on Schedule A1; and

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

i) polling district 5, Dartmouth Centre, for those shaded areas of the district shown as the Regional Centre Community Council Area on Schedule 4A;

ii) polling district 6, Dartmouth East – Burnside, for those shaded areas of the district shown as the Regional Centre Community Council Area on Schedule 4A;

iii) polling district 7, Halifax South Downtown, for those shaded areas of the district shown as the Regional Centre Community Council Area on Schedule 4A;

iv) polling district 8, Halifax Peninsula North, for those shaded areas of the district shown as the Regional Centre Community Council Area on Schedule 4A; and

v) polling district 9, Halifax West Armdale, for those shaded areas of the district shown as the Regional Centre Community Council Area on Schedule 4A.

Powers

3. (1) Repealed.

(1A) Repealed.

(1B) Repealed.

(1C) Repealed.

(1D) Repealed.

(1E) Repealed.

(1F) Repealed. (1G) Repealed.

(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 be 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.

(6) Where a planning advisory committee holds a public meeting in accordance with Schedule 3, staff shall lead the meeting, and where such meeting is held as part of a Public Participation Program, the required notice for that meeting shall be as set out in the *Public Participation Administrative Order*.

North West Community Council

3A. (1) The North West Community Council may:

(a) in accordance with subsection 31(2) of the Charter, approve a development agreement, or an amendment to a development agreement, applicable to their community;

(b) in accordance with subsection 30(3) of the Charter, amend a land use by-law applicable to their community; and

(c) in accordance with subsection 30(4) of the Charter, hear an appeal from the:

(i) approval or refusal to approve a site-plan, and

(ii) the granting or refusal of a variance.

(2) Section 29 of the Charter respecting area rates applies to the North West Community

Council.

(3) In accordance with subsection 30(2) of the Charter, the North West Community Council may appoint no more than two planning advisory committees.

Harbour East-Marine Drive Community Council

3B. (1) The Harbour East-Marine Drive Community Council may:

(a) in accordance with subsections 31(2) of the Charter, approve a development agreement, or an amendment to a development agreement, applicable to their community, including for those shaded areas of districts 5 and 6 shown on Schedule 4A as being within the Regional Centre Community Council Area; and

(b) in accordance with subsection 30(3) of the Charter, amend a land use by-law applicable to their community, except for those shaded areas within the Regional Centre Community Council Area shown on Schedule 4A.

(2) In accordance with subsection 30(4) of the Charter, the Harbour East-Marine Drive Community Council may hear an appeal from the:

(a) approval or refusal to approve a site-plan; and

(b) the granting or refusal of a variance,

except for those shaded areas within the Regional Centre Community Council Area shown on Schedule 4A.

(3) Section 29 of the Charter respecting area rates applies to the Harbour East-Marine Drive Community Council.

(4) In accordance with subsection 30(2) of the Charter, the Harbour East-Marine Drive Community Council may appoint no more than two planning advisory committees.

Halifax and West Community Council

3C. (1) The Halifax and West Community Council may

(a) in accordance with subsections 31(2) of the Charter, approve a development agreement, or an amendment to a development agreement, applicable to their community, including those shaded areas located within districts 7, 8, and 9 shown on Schedule 4A as being within the Regional Centre Community Council Area, but excluding those shaded areas of district 7 shown on Schedule A1; and

(b) in accordance with subsection 30(3) of the Charter, amend a land use by-law applicable to their community, except for those shaded areas within the Regional Centre Community Council Area shown on Schedule 4A.

(2) In accordance with subsection 30(4) of the Charter, the Halifax and West Community Council may hear an appeal from the

(a) approval or refusal to approve a site-plan, and

(b) the granting or refusal of a variance,

except for those shaded areas within the Regional Centre Community Council Area shown on Schedule 4A.

(3) Section 29 of the Charter respecting area rates applies to the Halifax and West Community Council.

(4) In accordance with subsection 30(2) of the Charter, the Halifax and West Community Council may appoint no more than two planning advisory committees.

Regional Centre Community Council

3D. (1) The Regional Centre Community Council may

(a) in accordance with subsection 30(3) of the Charter, amend a land use by-law applicable to their community; and

(b) hear an appeal from the:

(i) approval or refusal to approve a site-plan, and

(ii) the granting or refusal of a variance.

(2) For greater certainty. the Regional Centre Community Council may not approve a development agreement, or an amendment to a development agreement, applicable to their community.

(3) In accordance with subsection 30(2) of the Charter, the Regional Centre Community Council may appoint no more than two planning advisory committees.

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

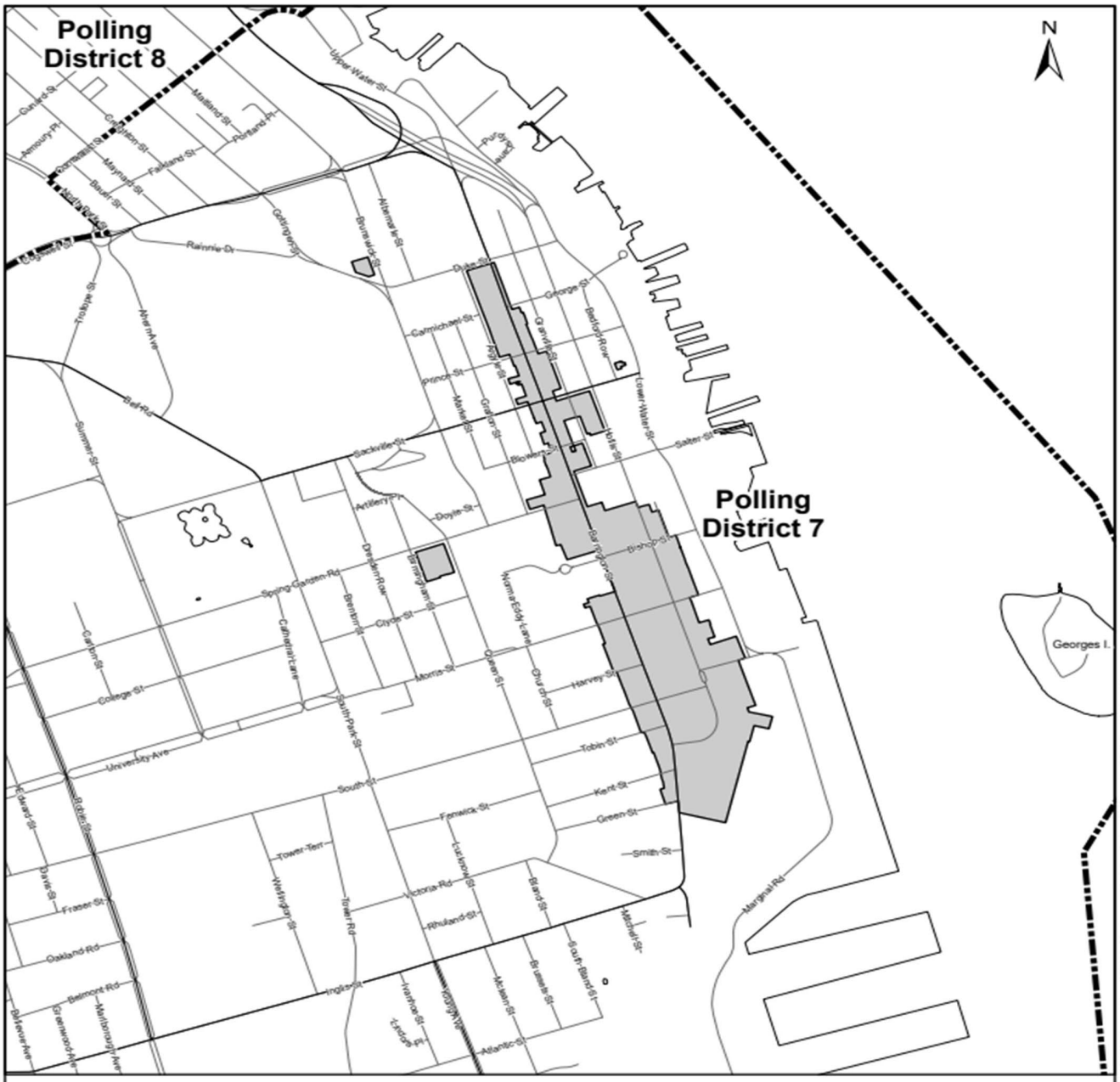
I, Cathy Mellett, Municipal Clerk of Halifax Regional Municipality, hereby certify that the above noted Administrative Order was passed at a meeting of Halifax Regional Council held on November 27, 2012.

Cathy Mellett, Municipal Clerk

SCHEDULE 1

Repealed.

SCHEDULE A1



Schedule A1: Downtown Halifax Plan Area to be Excluded from the Halifax and West Community Council

HALIFAX

Downtown Halifax Plan Area

Polling Districts

0 65 130 260 390 520 m

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

Date Saved: 11/16/2021

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.

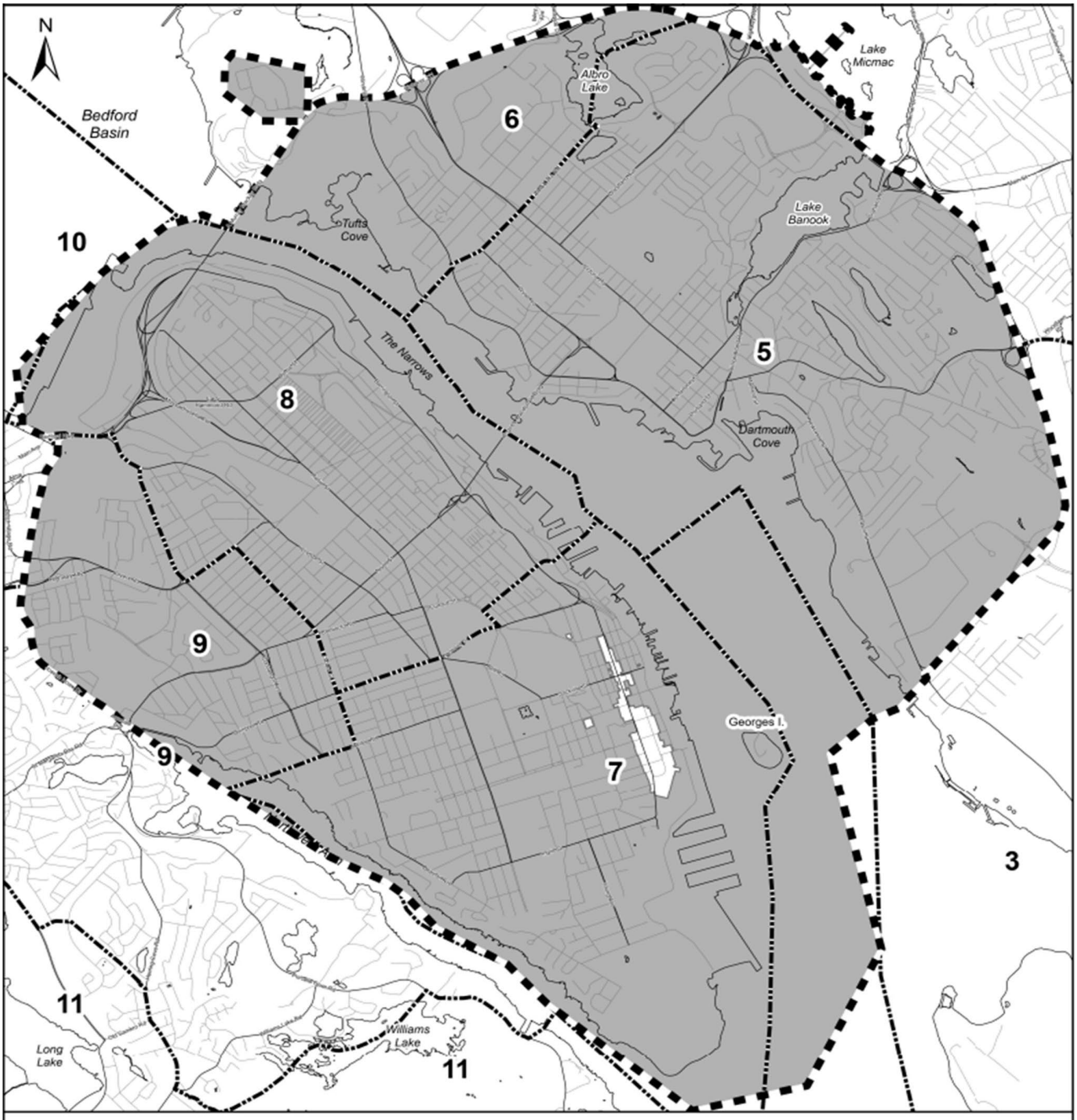
9. Resignation

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.

SCHEDULE 4

Repealed

SCHEDULE 4A



Schedule 4A
Regional Centre Community Council Area

Regional Centre Community Council Area

Regional Centre Plan Area

Polling Districts

HALIFAX

0 230 460 920 1,380 1,840 m

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

Effective:

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

Amendment # 5
Renaming District 12

Notice of Motion:	April 26, 2016
Approval:	May 10, 2016

Amendment # 6
Amendments to section 3 to create Regional Centre Community Council
Adding subsections 3(1A), (1B), (1C), (1D), (1E), (1F), (1G)

Notice of Motion:	November 12, 2019
Approval:	December 3, 2019

Amendment #7
Amended clause 2(c), subclauses 2d(i),(ii),(iii),(iv), and (v)
Repealed 3(1), (1A), (1B), (1C), (1D), (1E), (1F), and (1G), Schedules 1, and 4
Added sections 3A, 3B, 3C, 3D, Schedules A1, and 4A

Notice of Motion:	December 14, 2021, March 22, 2022
Approval:	January 11, 2022, April 5, 2022

Amendment # 8
Addition of section 3 (6)

Notice of Motion:	April 4, 2023
Approval:	June 20, 2023
Effective:	October 13, 2023

Amendment # 9
Amended subclauses 2(a)(ii), 2(a)(iii), 2(a)(iv), 2(b)(i), 2(b)(ii), 2(b)(iii), 2(b)(v), 2(c)(v) and 2(d)(ii) to rename districts.

Notice of Motion:	July 9, 2024
Approval:	August 6, 2024