TO: Mayor Savage and Members of Halifax Regional Council

SUBMITTED BY: Original Signed

Caroline Blair-Smith, Acting Chief Administrative Officer

DATE: November 4, 2022

SUBJECT: 2022 Councillor Appointments to Boards, Committees and Commissions

ORIGIN

The requirement to fill Councillor positions on Boards, Committees and Commissions.

- Halifax and West Community Council meeting held on October 12, 2022
- North West Community Council meeting held on October 17, 2022
- Harbour East Marine Drive Community Council meeting held on October 24, 2022

LEGISLATIVE AUTHORITY

Administrative Order One – The Procedures of the Council Administrative Order:

4. (2) Notwithstanding subsection (1), any one or more of the rules of procedures contained herein except for sections 5 and 41 and subsections 12(5) and 59(3) may be suspended by Council, Committee of the Whole, Community Council or a Standing Committee by the affirmative vote of two-thirds (2/3rds) of the Members present and voting.

Administrative Order One – 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.

Police Board By-law

4 (5) Where Council is appointing or reappointing a member of the Board, Council shall consider:

(a) if the Board reflects the diversity of the community it represents;
(b) if the Board has a member with legal knowledge or knowledge of the justice system; and
(c) if the Board has a member with financial knowledge.

Recommendation on page 2
The *Halifax Water Regional Commission Administrative Order*

12 (4) The Executive Committee, in accordance with its Terms of Reference as found in Schedule 6 of Administrative Order One, shall review the expression of interests and shall make a report and recommendation to Council respecting which member or members of Council to appoint to the Commission Board.

**RECOMMENDATION**

It is recommended that Halifax Regional Council:

1. Suspend the rules of procedures under Schedule 6 of Administrative Order One, Executive Standing Committee Terms of Reference, requiring the Executive Standing Committee to review the nominations outlined in this report and make a recommendation to Regional Council;

2. Appoint the Councillors to Boards, Committees and Commissions for a term to November 2024, as outlined in Attachment 1;

3. Appoint the Councillors to Boards, Committees and Commissions who are the successful candidates after a vote by secret ballot for a term to November 2024, as outlined in Attachment 2;

4. Adopt the amendments to Administrative Order 2022-013-GOV, the *CAO Selection Committee Administrative Order*, as set out in Attachment 3; and

5. Adopt the amendments to the HRM Grants Committee Terms of Reference, as set out in Attachment 5.

**BACKGROUND**

Halifax Regional Council has several Boards, Committees and Commissions on which members of Council serve in accordance with the Terms of Reference of those bodies. Current appointments expire on November 30, 2022, and new appointments are required to fill vacancies.

**DISCUSSION**

An expression of interest was issued from the Office of the Municipal Clerk to all Members of Council regarding serving on various Boards, Committees and Commissions. The results of the survey have been compiled into two attachments. Attachment 1 outlines where there are sufficient vacancies to accommodate each Councillor, and Attachment 2 outlines where there are insufficient vacancies to accommodate each Councillor. In accordance with Administrative Order One, clause 120 (3)(c) “where more than required for the committee of Council stand for election, a vote shall be taken by secret ballot”.

This report does not reflect the full slate of appointments required by Regional Council. Some committee appointments will be made by recommendation from the Standing Committees once they receive new membership and then be ratified by Regional Council if required.

It is customary for the appointments of Members of Council to be presented to the Executive Standing Committee for review, however, staff have recommended that Council Suspend section 4, Membership Selection of Schedule 6 of Administrative Order One (AO 1), Executive Standing Committee Terms of Reference, to avoid delays in the appointment process. 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 Committees, including at large nomination to Standing Committees, except as delegated to other Standing Committees by the Council.
Regional Council is required by motion, to confirm the appointment of Members of Council to these bodies.

Appointments to Executive Standing Committee is not included in either Attachment 1 or Attachment 2 as all other Standing Committees need to meet first to appoint a member as outlined in Administrative Order One. Due to this timing, and that HRM is currently in the recruitment process for the hiring of a new CAO, staff are recommending a special committee be created made up of the members who are currently involved in the process. to ensure continuity. The Administrative Order creating the special committee would suspend the duty of the Executive Standing Committee respecting the recruitment and hiring of the CAO until the employment contract with the new CAO is signed by all parties. The special committee, rather than the Executive Standing Committee, would be making the recommendation to Regional Council respecting the hiring of the new CAO. The other powers of the Executive Standing Committee will remain unaffected.

For Council to consider the Administrative Order creating the special committee on November 22, 2022, notice of motion would be required on November 8.

**Halifax Regional Water Commission Appointments**

In 2020, it was determined that Councillor appointments to the Halifax Regional Water Commission should be staggered to allow some continuity on the board.

Halifax representation on the Halifax Regional Water Commission is comprised of the Mayor, three (3) members of Council, one (1) representative from Environment & Sustainability Standing Committee, three (3) citizens and the CAO or designate.

Councillor representation on the Halifax Regional Water Commission is as follows:

<table>
<thead>
<tr>
<th>Councillor Name</th>
<th>Term Expiry</th>
<th>Term</th>
<th>ESSC Appointee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councillor Deagle Gammon</td>
<td>30-Nov-22</td>
<td>1st Term</td>
<td>ESSC Appointee</td>
</tr>
<tr>
<td>Councillor Kent</td>
<td>30-Nov-22</td>
<td>1st Term</td>
<td></td>
</tr>
<tr>
<td>Councillor Cuttell</td>
<td>30-Nov-23</td>
<td>1st Term</td>
<td></td>
</tr>
<tr>
<td>Councillor Lovelace</td>
<td>30-Nov-23</td>
<td>1st Term</td>
<td></td>
</tr>
</tbody>
</table>

As set out in Schedule 5 of AO1 and section 12 of the *Halifax Regional Water Commission Administrative Order*, one of the four Councillors appointed to the Halifax Regional Water Commission Board of Directors is to be nominated by the Environment and Sustainability Standing Committee (ESSC), and the remaining three appointments are nominated by the Executive Standing Committee. To follow the same approach for other appointments, only the requirement for a nomination by the Executive Standing Committee is being suspended.

The *Halifax Regional Water Commission Act* states:

4(4) Each commissioner appointed pursuant to clause (1)(a) holds office for a term of two or three years at the discretion of council.

It is recommended that Halifax Regional Council:

- appoint one (1) Councillor to the Halifax Regional Water Commission for a term to November 2024, and
- following the upcoming nominations made by the ESSC at their December 1, 2022, meeting, appoint one (1) additional Councillor to the Halifax Regional Water Commission for a term to November 2024.

**Grants Committee**

Unlike the Standing Committee Terms of Reference which lists three of the four Community Councils (Harbour East Marine Drive Community Council, Halifax and West Community Council, and North West Community Council), the Terms of Reference for the Grants Committee requires one member from each Community Council. Since Council adopted the Grants Committee Terms of Reference, Council has created the Regional Centre Community Council which increased the number of Community Councils from
three to four. Staff are recommending an amendment to the Grants Committee Terms of Reference to exclude the Regional Centre Community Council from the Community Council appointments which will retain the number of members from the Community Councils at three. The area of the municipality covered by the Regional Centre Community Council is already covered by the members appointed from the Harbour East Marine Drive, and Halifax and West Community Councils.

For Council to consider the amendments to the terms of reference on November 22, 2022, notice of motion would be required on November 8.

Alderney Landing Board of Directors

The Alderney Landing Board Governance manual for their Board of Directors states that the Downtown Dartmouth Councillor (currently HRM’s District 5) is included on the Board to represent HRM’s and Council’s interests. Currently Councillor Austin (District 5) and Councillor Mancini (District 6) attend Alderney Landing Board of Directors’ Meeting. Alderney Landing has confirmed to the Municipal Clerk’s Office that both can continue to attend meetings and no additional motion is required for Councillor Mancini to attend.

Ex-Officio Appointments

Several bodies include Members of Council in their composition (by right of office). Since the membership is defined by the office of the Member, a motion of Council is not required. Ex-Officio appointments involving Members of Council include:

- Alderney Landing Board of Directors (District 5) – Councillor Austin
- Chain of Lakes Trails (District 9 and 10) – Councillor Cleary and Councillor Morse
- Community Monitoring Committee (Districts 11 & 12) – Councillor Cuttell and Councillor Stoddard
- Community Liaison Committee – Ragged Lake (District 11) – Councillor Cuttell
- Halifax Forum Community Association (District 8) – Councillor Smith
- Peggy’s Cove Community Association (District 13) – Councillor Lovelace
- Point Pleasant Park Advisory Committee (District 7) – Councillor Mason

FINANCIAL IMPLICATIONS

No financial implications at this time.

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

No community engagement is required.

ENVIRONMENTAL IMPLICATIONS

No environmental implications were identified.

ALTERNATIVES

There are no recommended alternatives.
ATTACHMENTS

Attachment 1 – Committees with Sufficient Vacancies to accommodate each Councillor
Attachment 2 – Committees with More Applications than Vacancies
Attachment 3 – CAO Selection Committee Administrative Order
Attachment 4 – Showing Proposed Changes to Grants Committee Terms of Reference
Attachment 5 – Amending Policy

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: Iain MacLean, Municipal Clerk, Office of the Municipal Clerk, Phone # 902-490-4210
## 2022 - 2024 Community Council Appointments

<table>
<thead>
<tr>
<th>Committee</th>
<th>Composition</th>
<th>Current Members</th>
<th>Required Nominations</th>
<th>Qty</th>
<th>Community Council Nominations</th>
<th>Councillor Expression of Interest - 1st or 2nd Choice</th>
<th>Councillor Expression of Interest - 3rd + Choice</th>
<th>Recommended Action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Appeals Standing Committee</strong></td>
<td>Two (2) members shall be appointed by the Council from each Community Council.</td>
<td>Councillor Hendsbee</td>
<td>HEMDCC</td>
<td>2</td>
<td>Councillor Hendsbee</td>
<td>Councillor Hendsbee</td>
<td>Councillor Hendsbee</td>
<td>Appoint Councillors Hendsbee, Kent, Smith, Stoddard, Deagle Gammon and Blackburn to Appeals Standing Committee for a term to November 2024.</td>
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<td></td>
<td></td>
<td>Councillor Kent</td>
<td>HWCC</td>
<td>2</td>
<td>Councillor Smith</td>
<td>Councillor Kent</td>
<td>Councillor Stoddard</td>
<td>Councillor Smith</td>
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<td></td>
<td></td>
<td>Councillor Cuttell</td>
<td>NWCC</td>
<td>2</td>
<td>Councillor Deagle Gammon</td>
<td>Councillor Blackburn</td>
<td>Councillor Deagle Gammon</td>
<td>Councillor Blackburn</td>
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<td>Councillor Stoddard</td>
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<td>Councillor Deagle Gammon</td>
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<td>Councillor Blackburn</td>
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<tr>
<td><strong>Audit and Finance Standing Committee</strong></td>
<td>One (1) Member appointed from each Community Council; and (b) three (3) Council members appointed at large.</td>
<td>Councillor Hendsbee</td>
<td>HEMDCC</td>
<td>1</td>
<td>Councillor Hendsbee</td>
<td>Councillor Hendsbee</td>
<td>Councillor Deagle Gammon</td>
<td>Appoint Councillors Hendsbee, Cleary and Russell to Audit and Finance Standing Committee for a term to November 2024.</td>
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<td></td>
<td></td>
<td>Councillor Purdy</td>
<td>HWCC</td>
<td>1</td>
<td>Councillor Cleary</td>
<td>Councillor Russell</td>
<td>Councillor Deagle Gammon</td>
<td>Councillor Purdy</td>
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<td></td>
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<td>Councillor Cleary</td>
<td>NWCC</td>
<td>1</td>
<td>Councillor Stoddard</td>
<td>Councillor Smith</td>
<td>Councillor Deagle Gammon</td>
<td>Councillor Purdy</td>
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<td>Councillor Morse</td>
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<td></td>
<td>Councillor Deagle Gammon</td>
<td>Councillor Blackburn</td>
<td>Councillor Deagle Gammon</td>
<td>Councillor Purdy</td>
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<td>Councillor Russell</td>
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<tr>
<td><strong>Community Planning and Economic Development Standing Committee</strong></td>
<td>One (1) member appointed from each Community Council; and (b) three (3) Council members appointed at large.</td>
<td>Councillor Austin</td>
<td>HEMDCC</td>
<td>1</td>
<td>Councillor Austin</td>
<td>Councillor Austin</td>
<td>Councillor Purdy</td>
<td>Councillors Austin, Cuttell and Blackburn to Community Planning and Economic Development Standing Committee for a term to November 2024.</td>
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<tr>
<td></td>
<td></td>
<td>Councillor Smith</td>
<td>HWCC</td>
<td>1</td>
<td>Councillor Cuttell</td>
<td>Councillor Smith</td>
<td>Councillor Hendsbee</td>
<td>Councillors Austin, Cuttell and Blackburn to Community Planning and Economic Development Standing Committee for a term to November 2024.</td>
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<td></td>
<td></td>
<td>Councillor Cuttell</td>
<td>NWCC</td>
<td>1</td>
<td>Councillor Blackburn</td>
<td>Councillor Smith</td>
<td>Councillor Stoddard</td>
<td>Councillors Austin, Cuttell and Blackburn to Community Planning and Economic Development Standing Committee for a term to November 2024.</td>
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<td>Councillor Lovelace</td>
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<tr>
<td><strong>Environment and Sustainability Standing Committee</strong></td>
<td>One (1) member appointed from each Community Council; and (b) three (3) Council members appointed at large.</td>
<td>Councillor Mancini</td>
<td>HEMDCC</td>
<td>1</td>
<td>Councillor Mancini</td>
<td>Councillor Deagle Gammon</td>
<td>Councillor Deagle Gammon</td>
<td>Appoint Councillors Mancini, Morse and Deagle Gammon to Environment &amp; Sustainability Standing Committee for a term to November 2024.</td>
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<tr>
<td></td>
<td></td>
<td>Councillor Austin</td>
<td>HWCC</td>
<td>1</td>
<td>Councillor Austin</td>
<td>Councillor Mancini</td>
<td>Councillor Deagle Gammon</td>
<td>Councillor Kent</td>
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<td></td>
<td></td>
<td>Councillor Cleary</td>
<td>NWCC</td>
<td>1</td>
<td>Councillor Morse</td>
<td>Councillor Mancini</td>
<td>Councillor Deagle Gammon</td>
<td>Councillor Kent</td>
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<td></td>
<td>Councillor Morse</td>
<td></td>
<td></td>
<td>Councillor Deagle Gammon</td>
<td>Councillor Mancini</td>
<td>Councillor Deagle Gammon</td>
<td>Councillor Kent</td>
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<td>Councillor Lovelace</td>
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</table>
### Committees with Sufficient Vacancies to Accommodate Each Councillor Based on Expression of Interest

**2022 - 2024 Community Council Appointments**

<table>
<thead>
<tr>
<th>Committee</th>
<th>Composition</th>
<th>Current Members</th>
<th>Required Nominations</th>
<th>Qty</th>
<th>Community Council Nominations</th>
<th>Councillor Expression of Interest - 1st or 2nd Choice</th>
<th>Councillor Expression of Interest - 3rd + Choice</th>
<th>Recommended Action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Transportation Standing Committee</strong></td>
<td>One (1) member appointed from each Community Council; and (b) three (3) Council members appointed at large.</td>
<td>Councillor Stoddard Councillor Outhit Councillor Russell Councillor Mancini Councillor Kent Councillor Mason</td>
<td>HEDMCC HWCC NWCC</td>
<td>1</td>
<td>Councillor Purdy Councillor Mason Councillor Outhit</td>
<td>Councillor Kent Councillor Purdy Councillor Mancini Councillor Mason Councillor Smith Councillor Cleary Councillor Morse Councillor Cutchell Councillor Lovelace Councillor Russell Councillor Outhit</td>
<td>Councillor Hendsbee Councillor Austin</td>
<td>Appoint Councillors Purdy, Mason and Outhit to Transportation Standing Committee for a term to November 2024.</td>
</tr>
<tr>
<td><strong>Grants Committee</strong></td>
<td>One (1) Councillor from each of HEMDCC, HWCC and NWCC</td>
<td>Councillor Purdy Councillor Smith Councillor Blackburn</td>
<td>HEMDCC HWCC NWCC</td>
<td>1</td>
<td>Councillor Purdy Councillor Smith Councillor Deagle Gammon</td>
<td>Councillor Deagle Gammon Councillor Smith Councillor Blackburn</td>
<td>Councillor Hendsbee Councillor Kent Councillor Morse Councillor Stoddard Councillor Lovelace</td>
<td>Appoint Councillor Purdy, Councillor Smith and Councillor Deagle Gammon to Grants Committee for a term to November 2024.</td>
</tr>
</tbody>
</table>
### 2022 - 2024 Required Committee Appointments

<table>
<thead>
<tr>
<th>Board or Committee</th>
<th>Composition</th>
<th>Current Members</th>
<th>Required Qty</th>
<th>Composition Nominations</th>
<th>Expression of Interest - 1st or 2nd Choice</th>
<th>Expression of Interest - 3rd + Choice</th>
<th>Recommended Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cole Harbour Place</td>
<td>One (1) Member of Council</td>
<td>Councillor Purdy</td>
<td>1</td>
<td>N/A</td>
<td>Councillor Purdy</td>
<td>N/A</td>
<td>Appoint Councillor Purdy to Cole Harbour Place Board for a term to November 2024.</td>
</tr>
<tr>
<td>Heritage Advisory Committee</td>
<td>Two (2) Members of Council</td>
<td>Councillor Stoddard</td>
<td>2</td>
<td>N/A</td>
<td>Councillor Hendsbee</td>
<td>Councillor Lovelace</td>
<td>Appoint Councillors Hendsbee and Lovelace to serve on Heritage Advisory Committee for a term to November 2024.</td>
</tr>
<tr>
<td>Western Common Advisory Committee</td>
<td>One (1) Councillor from HWCC</td>
<td>Councillor Cuttell</td>
<td>1</td>
<td>Councillor Cuttell</td>
<td>Councillor Stoddard</td>
<td>N/A</td>
<td>Appoint Councillor Stoddard to serve on Western Common Advisory Committee for a term to November 2024.</td>
</tr>
</tbody>
</table>

### 2022 - 2024 Discretionary Committee Appointments

<table>
<thead>
<tr>
<th>Board or Committee</th>
<th>Composition</th>
<th>Current Members</th>
<th>Required Qty</th>
<th>Composition Nominations</th>
<th>Expression of Interest - 1st or 2nd Choice</th>
<th>Expression of Interest - 3rd + Choice</th>
<th>Recommended Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halifax Peninsula Planning Advisory Committee</td>
<td>Up to two (2) Members of Council from HWCC</td>
<td>Councillor Mason</td>
<td>2</td>
<td>Councillor Mason</td>
<td>Councillor Mason</td>
<td>N/A</td>
<td>Appoint Councillors Mason and Smith to serve on Halifax Peninsula Planning Advisory Committee for a term to November 2024.</td>
</tr>
<tr>
<td>North West Planning Advisory Committee</td>
<td>Up to two (2) Members of Council from NWCC</td>
<td>Councillor Outhit</td>
<td>2</td>
<td>Councillor Outhit</td>
<td>Councillor Deagle Gammon</td>
<td>N/A</td>
<td>Appoint Councillors Blackburn and Outhit to serve on North West Planning Advisory Committee for a term to November 2024.</td>
</tr>
<tr>
<td>Shubenacadie Canal Commission</td>
<td>Up to two (2) Members of Council or Citizens</td>
<td>Councillor Austin</td>
<td>2</td>
<td>Councillor Austin</td>
<td>Councillor Austin</td>
<td>N/A</td>
<td>Appoint Councillors Austin and Mancini to serve on Shubenacadie Canal Commission for a term to November 2024.</td>
</tr>
</tbody>
</table>
### 2022 - 2024 Required Standing Committee Appointments

<table>
<thead>
<tr>
<th>Standing Committee</th>
<th>Composition</th>
<th>Current Members</th>
<th>Required Nominations Qty</th>
<th>Councillor Expression of Interest - 1st or 2nd Choice</th>
<th>Councillor Expression of Interest - 3rd + Choice</th>
<th>Recommended Action</th>
</tr>
</thead>
</table>
| **Audit and Finance Standing Committee** | One (1) Member appointed from each Community Council; and (b) three (3) Council members appointed at large. | Councillor Hendsbee  
Councillor Purdy  
Councillor Cleary  
Councillor Morse  
Councillor Deagle Gammon  
Councillor Russell | Council member at large 3 | Councillor Deagle Gammon  
Councillor Purdy  
Councillor Morse  
Councillor Stoddard  
Councillor Lovelace |  |
| **Community Planning and Economic Development Standing Committee** | One (1) member appointed from each Community Council; and (b) three (3) Council members appointed at large. | Councillor Austin  
Councillor Smith  
Councillor Cuttell  
Councillor Lovelace  
Councillor Blackburn  
Councillor Purdy | Council member at large 3 | Councillor Purdy  
Councillor Smith  
Councillor Outhit | Councillor Deagle Gammon  
Councillor Hendsbee  
Councillor Kent  
Councillor Morse  
Councillor Stoddard  
Councillor Lovelace | Appoint three (3) Members of Regional Council to Community Planning and Economic Development Standing Committee for a term to November 2024. |
| **Environment and Sustainability Standing Committee** | One (1) member appointed from each Community Council; and (b) three (3) Council members appointed at large. | Councillor Mancini  
Councillor Austin  
Councillor Cleary  
Councillor Morse  
Councillor Lovelace  
Councillor Deagle Gammon | Council member at large 3 | Councillor Austin  
Councillor Stoddard  
Councillor Lovelace | Councillor Kent | Appoint three (3) Members of Regional Council to Environment & Sustainability Standing Committee for a term to November 2024. |
| **Transportation Standing Committee** | One (1) member appointed from each Community Council; and (b) three (3) Council members appointed at large. | Councillor Stoddard  
Councillor Outhit  
Councillor Russell  
Councillor Mancini  
Councillor Kent  
Councillor Mason | Council member at large 3 | Councillor Kent  
Councillor Mancini  
Councillor Smith  
Councillor Cleary  
Councillor Morse  
Councillor Cuttell  
Councillor Lovelace  
Councillor Russell | Councillor Hendsbee  
Councillor Austin | Appoint three (3) members of Regional Council to Transportation Standing Committee for a term to November 2024. |
## 2022 - 2024 Required Committee Appointments

<table>
<thead>
<tr>
<th>Committee</th>
<th>Composition</th>
<th>Current Members</th>
<th>Required Nominations</th>
<th>Qty</th>
<th>Councillor Expression of Interest - 1st or 2nd Choice</th>
<th>Councillor Expression of Interest - 3rd + Choice</th>
<th>Recommended Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Transportation Advisory Committee</td>
<td>Up to three (3) Members of Council</td>
<td>Councillor Kent</td>
<td>Up to three (3) Members of Council</td>
<td>3</td>
<td>Councillor Hendsbee</td>
<td>Councillor Morse</td>
<td>Appoint up to three (3) Members of Regional Council to serve on Active Transportation Advisory Committee.</td>
</tr>
<tr>
<td>Board of Police Commissioners</td>
<td>Three (3) Members of Council</td>
<td>Councillor Blackburn</td>
<td>Member of Council</td>
<td>3</td>
<td>Councillor Kent</td>
<td>Councillor Purdy</td>
<td>Appoint three (3) Members of Regional Council to serve on Board of Police Commission.</td>
</tr>
<tr>
<td>Canada Games Centre</td>
<td>One (1) Member of Council</td>
<td>Councillor Morse</td>
<td>Member of Council</td>
<td>1</td>
<td>Councillor Morse</td>
<td>Councillor Stoddard</td>
<td>Appoint one (1) Member of Regional Council to serve on Canada Games Centre</td>
</tr>
<tr>
<td>Community Monitoring Committee</td>
<td>Councillors for Districts 11 &amp; 12 and one (1) Member of Council</td>
<td>Councillor Lovelace</td>
<td>Member of Council</td>
<td>1</td>
<td>No identified interest</td>
<td></td>
<td>Appoint one (1) Member of Regional Council to serve on Community Monitoring Company.</td>
</tr>
<tr>
<td>Halifax Partnership</td>
<td>Two (2) Members of Council</td>
<td>Councillor Russell</td>
<td>Member of Council</td>
<td>2</td>
<td>Councillor Mason</td>
<td>Councillor Deagle Gammon</td>
<td>Appoint two (2) Members of Regional Council to serve on Halifax Partnership.</td>
</tr>
<tr>
<td>Halifax Regional Library Board</td>
<td>Two (2) Members of Council</td>
<td>Councillor Mancini</td>
<td>Member of Council</td>
<td>2</td>
<td>Councillor Mancini</td>
<td>Councillor Deagle Gammon</td>
<td>Appoint two (2) Members of Regional Council to serve on Halifax Regional Library Board.</td>
</tr>
<tr>
<td>Committee</td>
<td>Composition</td>
<td>Current Members</td>
<td>Required Nominations</td>
<td>Qty</td>
<td>Councillor Expression of Interest - 1st or 2nd Choice</td>
<td>Councillor Expression of Interest - 3rd + Choice</td>
<td>Recommended Action</td>
</tr>
<tr>
<td>------------------------------------------------</td>
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<td>-----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Halifax Regional Water Commission</td>
<td>Three (3) members of Council and one (1) representative from ESSC</td>
<td>Councillor Lovelace (2023) Councillor Cuttell (2023) Councillor Kent Councillor Deagle Gammon (ESSC)</td>
<td>Member of Council</td>
<td>1</td>
<td>Councillor Deagle Gammon Councillor Kent</td>
<td>Councillor Hendsbee Councillor Purdy</td>
<td>Appoint one (1) Member of Regional Council to serve on Halifax Regional Water Commission.</td>
</tr>
<tr>
<td>Indigenous Community Liaison</td>
<td>One (1) Member of Council</td>
<td>Councillor Mason</td>
<td>Member of Council</td>
<td>1</td>
<td>Councillor Cuttell</td>
<td>Councillor Mason</td>
<td>Appoint one (1) Member of Regional Council to serve as the Indigenous Community Liaison.</td>
</tr>
<tr>
<td>Nova Scotia Federation of Municipalities</td>
<td>Two (2) Members of Council</td>
<td>Councillor Mason Councillor Lovelace</td>
<td>Member of Council</td>
<td>2</td>
<td>Councillor Lovelace Councillor Russell</td>
<td>Councillor Mancini Councillor Stoddard</td>
<td>Appoint two (2) Members of Regional Council to serve on Nova Scotia Federation of Municipalities.</td>
</tr>
<tr>
<td>Women’s Advisory Committee</td>
<td>One (1) Member of Council and One (1) Member of ESC</td>
<td>Councillor Stoddard Councillor Blackburn (ESC)</td>
<td>Member of Council</td>
<td>1</td>
<td>Councillor Kent Councillor Stoddard Councillor Lovelace Councillor Blackburn</td>
<td></td>
<td>Appoint one (1) Member of Regional Council to serve on Women’s Advisory Committee.</td>
</tr>
<tr>
<td>Zatzman Sportsplex Board</td>
<td>One (1) Member of Council</td>
<td>Councillor Austin</td>
<td>Member of Council</td>
<td>1</td>
<td>Councillor Austin</td>
<td>Councillor Deagle Gammon</td>
<td>Appoint one (1) Member of Regional Council to serve on Zatzman Sportsplex board.</td>
</tr>
</tbody>
</table>
## 2022 - 2024 Discretionary Committee Appointments

<table>
<thead>
<tr>
<th>Committee</th>
<th>Composition</th>
<th>Current Members</th>
<th>Councillor Expression of Interest - 1st or 2nd Choice</th>
<th>Councillor Expression of Interest - 3rd + Choice</th>
<th>Recommended Action</th>
</tr>
</thead>
</table>
| Accessibility Advisory Committee               | Up to three (3) Members of Council | Councillor Russell  
Councillor Deagle Gammon   | Councillor Deagle Gammon  
Councillor Purdy  
Councillor Stoddard  
Councillor Russell | Councillor Mason | Appoint up to three (3) Members of Council to serve on the Accessibility Advisory Committee for a term to November 2024. |
| Discover Halifax                               | Up to one (1) Member of Council or Citizen | Councillor Cuttell                      | Councillor Hendsbee  
Councillor Mancini  
Councillor Mason  
Councillor Cuttell  
Councillor Stoddard  
Councillor Lovelace  
Councillor Russell | Councillor Deagle Gammon | Appoint up to one (1) Member of Council or a citizen to serve on Discover Halifax for a term to November 2024. |
| Halifax Harbour Bridges Commission              | Up to two (2) Members of Council or Citizens | Councillor Austin  
Councillor Smith | Councillor Hendsbee  
Councillor Austin  
Councillor Smith | | Appoint up to two (2) Members of Council or citizens to serve on Halifax Harbour Bridges for a term to November 2024. |
Attachment 3
(Proposed Administrative Order)

ADMINISTRATIVE ORDER NUMBER 2022-013-GOV
RESPECTING THE SELECTION COMMITTEE FOR THE CHIEF ADMINISTRATIVE OFFICER

BE IT RESOLVED as an Administrative Officer by the Council of the Halifax Regional Municipality under the authority of section 21 of the *Halifax Regional Municipality Charter*, as follows:

**Short Title**
1. This Administrative Officer may be cited as the CAO Selection Committee Administrative Order.

**Interpretation**
2. In this Administrative Order,
   (a) “Administrative Order One” means Administrative Order Number One, the *Procedures of the Council Administrative Order*;
   (b) “CAO” means the Chief Administrative Officer of the Municipality;
   (c) “Council” means the Council of the Municipality;
   (d) “Municipality” means the Halifax Regional Municipality; and
   (e) “Special Committee” means the Special Committee for the Selection of the CAO created under this Administrative Order.

**Purpose**
3. The purpose of the Special Committee is to recruit and make a recommendation to Council respecting the hiring of a new CAO.

**Creation**
4. The Special Committee is hereby created.

**Composition**
5. The Special Committee shall consist of the following Members:
   (a) Mayor Savage;
   (b) Councillor Lovelace;
   (c) Councillor Smith;
   (d) Councillor Mason;
   (e) Councillor Morse;
   (f) Councillor Blackburn; and
   (g) Councillor Russell.

6. The term of each Member shall continue until the Special Committee is dissolved.

**Chair**
7. (1) The Mayor shall be the Chair of the Special Committee.
   (2) The Special Committee may appoint a Vice Chair.

**Duties**
8. Notwithstanding Schedule 6 of Administrative Order One, the Special Committee shall:
   (a) coordinate, on behalf of Council, the recruitment of the next CAO; and
(b) provide a recommendation to Council on the hiring of the next CAO.

**Suspension**

9. The duties and responsibilities of the Executive Standing Committee under Administrative Order One respecting coordinating, on behalf of Council, the recruitment and providing a recommendation on the hiring of the CAO are suspended until the Special Committee is dissolved.

10. Pursuant to clause 20(1)(c) of the *Halifax Regional Municipality Charter*, Council delegates the power to direct staff to prepare reports to this Special Committees, providing the topic of the report is consistent with the duties of the Special Committee as expressed under section 8 of this Administrative Order.

**Administration and Procedures**

11. The Special Committee shall meet at such times as determined by the Chair, or as agreed to by a majority of the Members.

12. Administrative procedures, and the meeting procedures, shall be in accordance with the Administrative Order One.

**Termination and Repeal**

13. The Special Committee shall dissolve on the day the last party signs the employment contract with the CAO.

14. Upon the Special Committee being dissolved, this Administrative Order is automatically repealed.

Done and passed this day of , 202 ,

Mayor

Municipal Clerk
HRM Grants Committee

Terms of Reference

1.1  The HRM Grants Committee shall comprise a voting membership, of up to twelve (12) as follows:

1.1.1  The Chair appointed from the membership of the Audit & Finance Standing Committee

1.1.2  One (1) elected member of Regional Council from each Community Council, except the Regional Centre Community Council

1.1.3  Six (6) members-at-large from the community.
Attachment 5
(Amending Administrative Order)

HRM Grants Committee
Terms of Reference

BE IT RESOLVED as a policy of the Council of the Halifax Regional Municipality that the Grants Committee Terms of Reference is amended as follows:

1. Subsection 1.1.2 is amended by adding the words and comma ", except the Regional Centre Community Council" after the words "Community Council" and before the end of the subsection.

Done and passed this day of , 202,

Mayor

Municipal Clerk