

# HALIFAX

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**Item No. 15.1.2**  
**Halifax Regional Council**  
**November 9, 2021**

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

**SUBMITTED BY:** Original Signed by   
Jacques Dubé, Chief Administrative Officer

**DATE:** October 26, 2021

**SUBJECT:** **Amendments to Administrative Order 2016-001-GOV, Respecting the Advisory Committee on the Western Common – Membership**

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## **ORIGIN**

April 20, 2021 Halifax Regional Council motion (Item 11.4.1):

MOVED by Councillor Cleary, seconded by Councillor Mason

THAT Halifax Regional Council request a staff report on amending Administrative Order Number 2016-001-GOV, Respecting the Advisory Committee on The Western Common to include a representative from the Resource Opportunities Centre located in the Prospect Road Community Centre.

MOTION PUT AND PASSED UNANIMOUSLY.

## **LEGISLATIVE AUTHORITY**

*Halifax Regional Municipal Charter*, S.N.S. 2008, c.39, Section 21 (3) as follows:

21 (3) The Council may appoint persons who are not members of the Council to a committee and may establish a procedure for doing so.

Administrative Order One, *The Procedures of the Council Administrative Order*

## **RECOMMENDATION**

It is recommended that Halifax Regional Council adopt the amendments to Administrative Order Number 2016-001-GOV, *Respecting the Advisory Committee on the Western Common* as set out in Attachment 1 of this report.

## **BACKGROUND**

On May 31, 2016 Halifax Regional Council established the Western Common Advisory Committee as outlined in Administrative Order 2016-001-GOV, *Respecting the Advisory Committee on the Western Common* to provide recommendations to Halifax and West Community Council regarding the development and operation of the Western Common.

On February 24, 2021 Western Common Advisory Committee received correspondence from Amy Hockin of the Resource Opportunity Centre and subsequently passed a motion recommending that Halifax and West Community Council amend the Administrative Order to include a representative from the Resource Opportunity Centre in the Prospect Road Community Centre.

On March 30, 2021 Halifax and West Community Council approved a recommendation that Halifax Regional Council request a staff report on the matter.

On April 20, 2021 Halifax Regional Council approved the Community Council's request for a staff report.

## **DISCUSSION**

The Committee's present composition, as identified in section 10 of Administrative Order Number 2016-001-GOV, *Respecting the Advisory Committee on The Western Common*, provides for nine (9) members as follows:

- (a) one (1) representative of the local business community;
- (b) one (1) member of the public with demonstrated knowledge of public recreation and trails;
- (c) one (1) member of the public with demonstrated knowledge in applied ecological sciences;
- (d) one (1) member of an environmental Non-Government Organization (NGO);
- (e) one (1) member resident of the community of Goodwood/Hatchet Lake;
- (f) one (1) member resident of Beechville/Timberlea;
- (g) two (2) members at large with an interest in the furtherance of the Park; and
- (h) one (1) member of Halifax and West Community Council.

The entrance to the Western Common is at the Prospect Road Community Centre, which is operated by the not-for-profit Resource Opportunities Centre (ROC). Previously, the Executive Director of the Resource Opportunities Centre served on the Committee as the representative of the local business community. Following their departure, the Committee has expressed a desire to continue that representation by establishing a designated position in the Terms of Reference. The Request for Halifax and West Community Council Consideration form<sup>1</sup> notes:

A representative from the ROC would provide valuable insight for discussions, updates on current trail usage, and ensure the community centre is aware of decisions that could impact the facility or could have occupational health and safety implications.

Staff recommends the Committee composition remain at nine (9) members, replacing one (1) member at large position with one (1) representative from the Resource Opportunities Centre. The terms of both current members at large expire November 30, 2021, so this change may be implemented for the upcoming recruitment.

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<sup>1</sup> [See Halifax Regional Council, April 20, 2021 – Item No. 11.4.1, Attachment 1](#)

**FINANCIAL IMPLICATIONS**

No financial implications at this time.

**RISK CONSIDERATION**

No risk considerations were identified.

**COMMUNITY ENGAGEMENT**

No community engagement was required.

**ENVIRONMENTAL IMPLICATIONS**

No environmental implications were identified.

**ALTERNATIVES**

Halifax Regional Council could choose to:

1. Defeat the staff recommendation to adopt amendments to Administrative Order 2016-001-Gov, as set out in Attachment 1 of this report. This will result in status quo to the terms of membership on the Western Common Advisory Committee.
2. Request amendments to the Western Common Advisory Committee's Terms of Reference in section 10 of Administrative Order 2016-001-Gov that are different to the recommended amendments. The extent and nature of any changes to the recommended amendments may require a supplementary report.

**ATTACHMENTS**

Attachment 1 – Proposed Amendments to Administrative Order 2016-001-GOV, *Respecting the Advisory Committee on the Western Common*

Attachment 2 – Showing Proposed Changes to Administrative Order 2016-001-GOV, *Respecting the Advisory Committee on the Western Common*

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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: Krista Vining, Legislative Assistant, 902.223.1046

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**ATTACHMENT 1**  
**Proposed Amendments to Administrative Order 2016-001-GOV,**  
***Respecting the Advisory Committee on the Western Common***

**BE IT ENACTED** by the Council of the Halifax Regional Municipality that Administrative Order 2016-001-GOV, *Respecting the Advisory Committee on the Western Common* is hereby amended as follows:

1. Clause 10(g) is amended by:
  - (a) deleting the words, number, and symbols “two (2)” at the beginning of the clause and before the word “members”;
  - (b) adding the words, numbers, and symbols “one (1)” at the beginning of the clause and before the word “members”;
  - (c) deleting the letter “s” at the end of the word “members”; and
  - (d) deleting the word “and” at the end of the clause.
2. Clause 10(h) is amended by deleting the period at the end of the clause, and adding a semi-colon and the word “and” after the word Council and before the end of the clause.
3. Clause 10(i) is added immediately after clause 10(h) and before section 11 as follows:
  - (i) one (1) representative of the Resource Opportunities Centre.
4. These amendments to Administrative Order 2016-001-GOV shall come into effect for any appointments made after December 1, 2021.

Done and passed in Council this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**ATTACHMENT 2**  
**ADMINISTRATIVE ORDER NUMBER 2016-001-GOV**  
**RESPECTING THE ADVISORY COMMITTEE ON THE WESTERN COMMON**

**WHEREAS** the Halifax Regional Municipality has established the Western Common for the purposes of public recreation, wilderness and heritage protection, future business park development and hosting the Otter Lake Solid Waste Resource Facility;

**AND WHEREAS** the Halifax Regional Municipality has approved the creation of a Regional Park within the Western Common through the Regional Municipal Planning Strategy;

**AND WHEREAS** the Halifax Regional Municipality approved the Western Common Wilderness Common Master Plan on June 15, 2010 as guidance for the future of the Western Common Park;

**AND WHEREAS** the Halifax Regional Municipality wishes to establish a committee to provide advice to Regional Council on the development, operation and protection of the Western Common Park;

**BE IT RESOLVED AS AN ADMINISTRATIVE ORDER** of the Council of the Halifax Regional Municipality under the authority of the *Halifax Regional Municipality Charter*, as follows:

**Short Title**

1. This Administrative Order may be known as the *Western Common Advisory Committee Administrative Order*.

**Interpretation**

2. In this Administrative Order,

- (a) "Committee" means the Western Common Advisory Committee;
- (b) "Community Council" means Halifax and West Community Council;
- (c) "Council" means the Council of the Halifax Regional Municipality;
- (d) "Master Plan" means the Western Common Wilderness Common Master Plan;
- (e) "Municipality" means the Halifax Regional Municipality;
- (f) "Park" means the Western Common Regional Park;
- (g) "Western Common" means those lands identified as such in the Western Common Wilderness Common Master Plan; and
- (h) "Wilderness Common" means those lands identified as such in the Western Common Wilderness Common Master Plan.

### **Purpose**

3. The purpose of this Administrative Order is to establish the terms of reference under which the Western Common Advisory Committee will advise Council on the development and operation of the Western Common.

### **The Western Common Advisory Committee**

4. There is hereby established an Advisory Committee on the Western Common.

### **The Western Common**

5. The Municipality's management of the Western Common will be guided by the following objectives:

- (a) the protection of valuable ecological and cultural assets;
- (b) the provision of access to sustainable wilderness recreation through improvements and programs;
- (c) the location of Otter Lake Regional Waste Facility; and
- (d) the possible expansion of the Ragged Lake Business Park.

### **Duties of the Committee**

6. The Committee shall monitor the phased development of the Western Common and advise Council, through the Halifax and West Community Council, on the community perspective of the implementation of the Master Plan as follows:

- (a) the Committee shall advise Council on detailed planning and development of the Park; and
- (b) the Committee shall advise Council on environmental sustainability in the Park, including:
  - (i) public access and wilderness recreation programming;
  - (ii) impact of land uses, within and adjacent to the Western Common, on the Park;
  - (iii) ecological diversity and connectivity;
  - (iv) cultural landscapes; and
  - (v) park operational matters.

### **Administrative Order One**

7. Except as herein provided, the provisions of Administrative Order One, Respecting the Procedures of Council, shall apply to the Committee.

### **Public Appointment Policy**

8. Except as herein provided, the provisions of the Public Appointment Policy shall apply to the Committee.

### **Membership**

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

10. The Committee shall be comprised of nine (9) members as follows:
- (a) one (1) representative of the local business community;
  - (b) one (1) member of the public with demonstrated knowledge of public recreation and trails;
  - (c) one (1) member of the public with demonstrated knowledge in applied ecological sciences;
  - (d) one (1) member of an environmental Non-Government Organization (NGO);
  - (e) one (1) member resident of the community of Goodwood/Hatchet Lake;
  - (f) one (1) member resident of Beechville/Timberlea;
  - (g) ~~two (2)~~ **one (1)** members at large with an interest in the furtherance of the Park; ~~and~~
  - (h) one (1) member of Halifax and West Community Council; **and**
  - (i) one (1) representative of the Resource Opportunities Centre.**

#### **Term of Membership**

11. At its initial creation, four members of the Committee shall be appointed for a term of one year and five members, including the member of Halifax and West Community Council, for a term of two years, after which all appointments shall be for a term of two years.

#### **Reporting**

12. The Committee Chair shall, with the assistance of staff, submit a written report to the Halifax and West Community Council in accordance with section 6 at least once annually.

#### **Sub-Committees**

13. The Committee may appoint sub-committees, consisting of members of the Committee, to report to the Committee on matters that the Committee determines require further investigation.

14. The Committee shall appoint one of its members to chair the sub-committee at the time it constitutes the sub-committee.

15. Sub-committees shall report directly to the Committee.

#### **Meetings**

16. The Committee shall meet no less than twice annually or otherwise as required to fulfill the duties as outlined.

17. The Chair, in consultation with staff of the Office of the Municipal Clerk, shall be responsible for calling all meetings of the Committee and for setting the agenda.

**General**

18. For greater certainty, the Committee does not report to the Community Planning & Economic Development Standing Committee or the Environment and Sustainability Standing Committee, unless otherwise directed by Council.

19. In the absence of the Chair, the members of the Committee may select a member to chair a meeting.

Done and passed in Council this 31 day of May, 2016.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

I, Sherryll Murphy, Acting Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above-noted Administrative Order was passed at a meeting of Halifax Regional Council held on May 31, 2016.

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Sherryll Murphy, Acting Municipal  
Clerk

Notice of Motion:	May 24, 2016
Approval:	May 31, 2016
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Amendment # 1 – Section 11	
Notice of Motion:	July 19, 2016
Approval:	July 26, 2016