

Chebucto Community Council
June 11, 2012

TO: Chair and Members of Chebucto Community Council

SUBMITTED BY:



Cathy J. Mellett, Municipal Clerk

DATE: June 11, 2012

SUBJECT: Complaint re: Appointments to the Purcell's Cove Community Steering Committee

INFORMATION REPORT

ORIGIN

Letter of Complaint of Friday May 18, 2012 forwarded to Members of the Chebucto Community Council

BACKGROUND

By way of an email received by the Clerk's Office on Thursday June 7, 2012 the Clerk's Office was requested to respond to a complaint regarding the appointment of a member of the Purcell's Cove Community Steering Committee.

The Clerk's Office has reviewed the matter and consulted with HRM Legal Services and a response, in keeping with this report, will be provided to the complainant that states clearly that all current member of the Purcell's Cove Community Steering Committee are in place as valid appointments under the advertised terms of reference of the Community Steering Committee and public appointment by the Chebucto Community Council.

DISCUSSION

The process in regard to the appointments of volunteer appointments to the Purcell's Cove Community Steering Committee has been an open and transparent process in keeping with the HRM Public Appointments Policy found on the HRM web site at <http://www.halifax.ca/boardscom/documents/Citizenrecruitmentpolicy.pdf> and the publically advertised criteria for nomination and appointment to the Purcell's Cove Steering Committee.

Discussions in regard to private personal information of applicants are required under the NS Freedom of Information and Protection of Privacy Act and the Public Appointments policy to be held in private. Ratification and appointments in regard to the Committee and meetings of the Committee are conducted in public session.

The Clerk's office has been requested to review the process and appointments on several occasions. On each occasion the Office of the Clerk has conducted the review, consulted with HRM Legal Services and provided direction which has been taken by the Community Council.

Upon the most recent review all current member of the Purcell's Cove Community Steering Committee are in place as valid appointments under the advertised terms of reference of the Community Steering Committee and public appointment by the Chebucto Community Council.

BUDGET IMPLICATIONS

There are no budget implications to this report.

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Project and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Project and Operating reserves, as well as any relevant legislation.

COMMUNITY ENGAGEMENT

Appointments are made in accordance with the HRM Public Appointments Policy & Process and were ratified in public session of the Community Council.

ATTACHMENTS

- 1) May 15, 2012 Declassified In Camera Report re: Citizen Appointments to the Purcell's Cove Servicing Community Steering Committee

- 2) Public Advertisement- Purcell's Cove Servicing Community Steering Committee

A copy of this report can be obtained online at <http://www.halifax.ca/commcoun/cc.html> then choose the appropriate Community Council and meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by : Cathy J. Mellett, Municipal Clerk



P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

DECLASSIFIED

FOIPOP Review

Approved to Release

Date May 15, 2012

Item No. 4.1.1

Chebucto Community Council
Tuesday, May 15, 2012
In Camera

Redacted for Private Information
Cheer

TO: Members of Chebucto Community Council

SUBMITTED BY: Cathy Mellett
Cathy Mellett, Municipal Clerk

DATE: May 14, 2012

SUBJECT: Citizen Appointments to Purcell's Cove Servicing Community Steering Committee

PRIVATE & CONFIDENTIAL

ORIGIN

April 2, 2012 Motion of the Chebucto Community Council amending the Terms of Reference of the Purcell's Cove Community Steering Committee to include an additional member from Study Area 2.

Resignation of representative of the Williams Lake Conservation Company to the Purcell's Cove Community Steering Committee

RECOMMENDATION

It is recommended that the Chebucto Community Council;

1. Appoint one (1) of the eligible property owners from Study Area 2 who applied as the additional member of the Purcell's Cove Community Steering Committee.
2. Appoint one (1) of the eligible property owners from Study Area 2 who applied as an alternate for the position should the member is unwilling/unable to serve.
3. Appoint Melanie Dobson to the Community Steering Committee as the representative for the Williams Lake Conservation Company to fill the vacancy.
4. It is further recommended that this report be released to the public following ratification by the Chebucto Community Council.

BACKGROUND

In August 2011 Halifax Regional Council adopted the *Public Appointments Policy – Governing citizen appointments to HRM agencies, boards, committees and commissions and external bodies*.

Regional Council granted the Chebucto Community Council authority as both the nominating and appointing body for the Purcell's Cove Community Steering Committee.

By motion of the Chebucto Community Council April 2, 2012 that Chebucto Community Council add an additional volunteer from Area 2 to the membership composition of the Community Steering Committee for the Planning and Feasibility Study: Extension of Central Sewer, Water and Stormwater Systems, Purcell's Cove and request that staff re-advertise for this position publically. In addition the representative for the Williams Lake Conservation Company resigned leaving a vacancy to be filled by appointment of Chebucto Community Council.

DISCUSSION

In accordance with the *Public Appointment Policy – Governing citizen appointments to HRM agencies, boards, committee and commissions and external bodies*;

An ad was placed in the Chronicle Herald seeking expressions of interest/applications for the additional position from Study Area 2 on the Purcell's Cove Community Steering Committee.

Eight (8) applications were received prior to midnight on Friday May 11, 2012. No late applications were received or considered. Planning Services screened all applicants to ensure that they meet the criteria of owning property within Study Area 2 and have confirmed that all eight (8) applicants meet the criteria.

As provided for under the Public Appointments Policy staff of Planning Services and the Office of the Municipal Clerk developed a matrix and weighted scoring for consideration by the members of the Community Council. The Chebucto Community Council is free to consider and appoint any eligible applicant.

The Williams Lake Conservation Society has put forward Ms. Melanie Dobson to fill the vacant position on the Steering Committee to represent the Williams Lake Conservation Company.

BUDGET IMPLICATIONS

None

FINANCIAL MANAGEMENT POLICIES/BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Project and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Project and Operating reserves, as well as any relevant legislation.

COMMUNITY ENGAGEMENT

An advertisement was placed in the newspaper encouraging residents to apply for the position by application to the Municipal Clerk's Office.

ENVIRONMENTAL IMPLICATIONS

None

ALTERNATIVES

No recommended alternatives. Nominations have been duly vetted by staff of the Office of the Municipal Clerk.

ATTACHMENTS

Attachment "A" – Second Call for Volunteers for Community Steering Committee
Attachment "B" – Matrix for Applicants

If the report is released to the public, a copy can be obtained by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Lee Syms, Administrative Clerk Assistant 490-6524



SECOND CALL FOR VOLUNTEERS for Community Steering Committee

Planning and Engineering Feasibility Study:

Extension of Central Sewer, Water and Stormwater Systems, Purcell's Cove

HRM has commissioned a consultant to work with staff and the community in preparing a feasibility study and associated costs for the potential extension of central sewer, water and stormwater systems throughout Purcell's Cove. On Dec. 5/11 Chebucto Community Council established a Community Steering Committee (CSC) to work with staff and the consultant throughout the study.

The composition of the Committee has been expanded to include an additional property owner for Study Area 2. Accordingly, the purpose of this Call for Volunteers is to request submissions from interested property owners of Study Area 2 only. Committee appointments will be made by the Chebucto Community Council.

For additional information, including a map of the Study Areas 1 & 2, please find the related Staff Report and recommendation as approved by Regional Council on February 8, 2011 at the following weblink: <http://www.halifax.ca/council/agendasc/documents/110208ca1014.pdf>

The Community Steering Committee

The Community Steering Committee will review information and provide advice to staff and the consultant on matters such as servicing system alternatives, size of the area(s) to be serviced, land use and community form, and related matters. The Committee will also play a lead role in disseminating information and soliciting feedback to/from other property owners and the general public. While most of the work will focus on the area between Wenlock Grove and Oceanview Drive (Area 1), the study will also address the potential future inclusion of the area between Oceanview Drive and Battery Drive (Area 2).

The Committee is to be comprised of interested *property owners* representative of the Purcell's Cove community. Its composition is proposed to include three members from Area 1, three members from Area 2, one member from the Royal Nova Scotia Yacht Squadron/Saraguay Club, one member from the Williams Lake Conservation Company, and the District Councilor as an *ex officio* member.

The study is proposed to take six to eight months to complete. Meetings of the Committee will be held on a regular basis throughout this period, perhaps on a three-week or one month cycle. Additional meetings may be necessary on an as-required basis, plus approximately two public meetings with the general public/property owners will be held.

How to Apply

While professional training/expertise is not a prerequisite, your submission should describe the reasons why you are interested in participating and a brief background as to what you can bring to the process. Please submit a letter or email including this information by **May 11, 2012** to:

Office of the Municipal Clerk
Halifax Regional Municipality, PO Box 1749, Halifax NS, B3J 3A5
E-mail: clerks@halifax.ca Tel: 490-4210 Fax: 490-4208

Applicant	Address	Eligible to service	Profession	Other Information
Female		Yes	Former Professor NSACAD, Small Business Owner	Long time Resident, Founding member Purcell's Cove Heritage Society, Connaught Battery Park Working Committee, Friends of the Public Garden, NS Designer Craft Council and Chair NSDCC Market Advisory Committee.
Unknown		Yes	Business Owner - Chartered Accountant	
Female		Yes	Environment Engineering	
Male		Yes	Engineering (Industrial)	Long time resident, Project Manager
Female		Yes	Artist & Professor NSCAD	Board Member - Nursery School & Daycare, Artist run Galleries & Art Centres & Tai Chi Association
Female		Yes	Professor Dalhousie University, Business Owner	Long time Resident, Board Member - Friends of McNabs Island Society, Chebucto Hiking Club, Hike NS & Purcell's Cove Social Club
Female		Yes	Social Planner, Consultant	Member UNIFEDM Canada, Gender and Water Alliance, Halifax Ecology Action Centre, NS Nature Trust
Male		Yes	Civil Engineering, Retired - Federal Public Service	Extensive experience with consultants and community groups. Memberships - Habitat for Humanity, Toast Masters International, Halifax Chamber of Commerce



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