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North West Community Council
September 27, 2007

TO: North West Community Council

SUBMITTED BY: Sheilagh Edmonds
Sheilagh Edmonds, Legislative Assistant

DATE: September 18, 2007

SUBJECT: Bedford Watershed Advisory Board - Revision to Quorum

ORIGIN

Staff.

RECOMMENDATION

It is recommended that North West Community Council amend the Terms of Reference for the Bedford Watershed Advisory Board to establish quorum as follows:

A quorum for the Board having an even number of members is one-half of all the members thereof.

A quorum for the Board having an uneven number of members is a majority of the members thereof

BACKGROUND

The Bedford Watershed Advisory Board (BWAB) has been unable to hold regular monthly meetings for the past several months because it has not been able to get a quorum. The difficulty lies in that the Board membership currently sits at seven voting members. Quorum, as outlined in the Board's Terms of Reference, is six.

DISCUSSION

At NWCC's May 26, 2005 meeting, Community Council passed a motion establishing BWAB's quorum at six. Since 2005, the Board has seen a decline in its membership to the point where there are only seven members; therefore, it is very difficult to obtain a quorum when it is set at six. The composition of Board members is not a fixed number. The Terms of Reference allow for the flexibility of having upwards of 15 or more members, or as few as seven. Therefore, rather than establishing a fixed number for quorum, it is recommended the quorum be amended to reflect Administrative Order 1. This will also allow for the flexibility in membership without coming back to Community Council for further amendments to its quorum.

Sec. 68 (1) and (2) of Administrative Order 1, states:

"A quorum for a committee having an even number of members is one-half of all the members thereof.

"A quorum for a committee having an uneven number of members is a majority of the members thereof"

BUDGET IMPLICATIONS

None associated with this report.

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

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

ALTERNATIVES

Not to change the quorum. This is not recommended as the Board is unable to meet without quorum.

ATTACHMENTS

Terms of Reference for the Bedford Watershed Advisory Board.

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

Report Prepared by: _____
Sheilagh Edmonds, Legislative Assistant