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Item No. 11.4.1
Halifax Regional Council
October 18, 2011

TO: Mayor Kelly and Members of Halifax Regional Council

Original Signed

SUBMITTED BY:

Councillor Gloria McCluskey, Chair, Audit and Finance Standing
Committee

DATE: September 22, 2011

SUBJECT: Amendment to the Special Events Advisory Committee Terms of Reference

ORIGIN

The Audit and Finance Standing Committee In Camera meeting of September 21, 2011 and the August 12, 2011 resignation of Deputy Mayor Smith from the Special Events Advisory Committee.

RECOMMENDATION

It is recommended that Halifax Regional Council amend the Terms of Reference for the Special Events Advisory Committee, Section 1 Sub-Section 1.1.1, to reduce the Councillor requirement from five (5) to four (4).

BACKGROUND

On November 30, 2010, Regional Council increased the composition of the Special Events Advisory Committee from three (3) Councillors to five (5). The Special Events Advisory Committee currently has a membership of thirteen (13) voting members as follows: five (5) elected officials, four (4) representatives from the following organizations; Greater Halifax Partnership, Destination Halifax, Hotel Association of Nova Scotia, Chamber of Commerce, and; four (4) citizen representatives serving as Members at Large.

DISCUSSION

A resignation from Deputy Mayor Smith was received on August 12, 2011 which left a vacant term expiring on November 30, 2013. At their September 21, 2011 meeting, the Audit and Finance Standing Committee considered the appointment of a Councillor to fill the vacancy on the Special Events Advisory Committee. During discussion on the vacancy, it was determined that due to the size of the Special Events Advisory Committee, four (4) Councillors would be an adequate number to serve on the Committee.

The decision of the Audit and Finance Standing Committee was to not appoint a fifth Councillor and to amend the Terms of Reference in regard to the Composition of the Special Events Advisory Committee to reduce the required number of Councillors from five (5) to four (4). Section 1, Sub-Section 1.1.1 of the Special Events Advisory Committee Terms of Reference would read as follows:

1.1.1 Four (4) elected members of Halifax Regional Council representing the urban, suburban and rural areas of the Halifax Regional Municipality;

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, 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

N/A

ALTERNATIVES

1. Council may choose to maintain the requirement for five (5) Councillors on the Special Events Advisory Committee. This is not the recommended option.

ATTACHMENTS

1. Revised Terms of Reference of the Special Events Advisory Committee.

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: Chris Newson, Legislative Assistant, 490-6732

Special Events Advisory Committee Terms of Reference

Approved March 27, 2007

Amended April 1, 2008

Amended March 24, 2009

Amended November 30, 2010

Amended October 18, 2011

MANDATE

The HRM Special Events Advisory Committee shall review, evaluate and make recommendations to Regional Council regarding the annual Special Event Reserve, Festivals & Events Grants and the Summer Festival Grants with the support from staff of the Community Relations and Events Division of the Community Development Department.

STATEMENT OF PURPOSE

Pursuant to the HRM Civic Events Policy Framework, members of the HRM Special Events Advisory Committee will evaluate applications for the Special Event Reserve, Festivals and Events Grants and the Summer Festival Grants using an operational framework for events designed around "community development" versus "economic and tourism development" outcomes.

Under "community development outcomes" (Festivals & Events Grants and the Summer Festival Grants) the strategic focus will be on festivals, community celebrations and civic events and under "tourism and economic development outcomes" (Special Events Reserve) the focus will be on commercial, tourism, sporting and significant celebrations.

1. COMPOSITION OF COMMITTEE

- 1.1 The HRM Special Events Advisory Committee shall comprise a voting membership, totalling twelve (12) as follows:
 - 1.1.1 Four (4) elected members of Halifax Regional Council representing the urban, suburban and rural areas of the Halifax Regional Municipality;
 - 1.1.2 One (1) member from the Greater Halifax Partnership;
 - 1.1.3 One (1) member from the Hotel Association of Nova Scotia;
 - 1.1.4 One (1) member from the Chamber of Commerce;
 - 1.1.5 One (1) member from Destination Halifax, and
 - 1.1.6 Four (4) members at large.
- 1.2 The representatives of Regional Council shall be appointed by the Audit and Finance Standing Committee and shall inform Regional Council of their selection.
- 1.3 The members-at-large shall be appointed by the Audit and Finance Standing Committee and shall inform Regional Council of their selection..
- 1.4 The Chair may be elected representative or a citizen member and shall be selected