

Cape Breton Regional Municipality

REN Liaison & Oversight Committee

AGENDA

**Monday, January 7, 2019
1:00 p.m.**

**Council Chambers
2nd Floor, City Hall
320 Esplanade, Sydney, NS**

Committee Members:

**Councillor Earlene MacMullin
Councillor Darren Bruckschwaiger
Jennifer Campbell, Chief Financial Officer
John Phalen, Manager of Economic Development &
Special Projects
Ron Dauphinee, Department of Municipal Affairs
Emily Pond, Department of Municipal Affairs**

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1:00 p.m.

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Roll Call

1. Approval of Minutes: December 12, 2018 (previously distributed)
2. Approval of the Agenda: (motion required)
3. Creation of a Recruitment and Nominating Committee: Ron Dauphinee, Municipal Advisor, Department of Municipal Affairs (See page 3)
4. BUSINESS ARISING:
 - 4.1 REN Liaison & Oversight Committee – December 12, 2018:
 - a. Board Options and Next Steps: Letter from Cape Breton Partnership re: CBRM Regional Enterprise Network Board Confirmation: Deborah Campbell Ryan, Municipal Clerk (See page 5)

Adjournment.

MEMO

To: CBRM REN Liaison and Oversight Committee

Fr: Ron Dauphinee, Municipal Advisor

Date: March 21, 2018

Subject: Creation of a Recruitment and Nominating Committee

Introduction

All Currently operating Regional Enterprise Networks (RENs) have Recruitment and Nominating (R&N) committees as sub-committees of the Liaison and Oversight (L&O) committee. These R&N committees typically consists of two elected representatives, two provincial representatives, and members of the existing board, as necessary and appropriate. Broadly, the role of the R&N committee is to:

- Develop selection criteria to identify and recruit potential candidates for the Board of Directors
- Recommending candidates to serve on the Board of Directors for the consideration of the L&O
- Ensure that the Board of Directors is diverse (in terms of skills, competencies, and demographics) and has an evergreen succession plan in place.

Considerations

Within the REN program, L&O committees are responsible for appointing the Boards of Directors of their RENs.

In most cases, Boards of Directors are recruited from the general public.

- However, this is not the case with the CBREN or the CBRM REN, which have both elected to draw from the existing Board of their REN service provider, the Cape Breton Partnership.

In most cases, the R&N committee is a condition of the Intermunicipal Agreement between the participating municipalities.

- The Cape Breton REN does not include a role for a R&N committee in their intermunicipal agreement, but the committee does exist by agreement of the partners.

The CBRM, as the only participant in the CBRM REN, has no need for and intermunicipal agreement laying out the conditions of an R&N committee.

The Province is considering adopting standardized contribution agreements in coming years, which would expand on expectations around roles and responsibilities of the L&O, the R&N, and the Board of Directors.

Recommendation

The L&O should consider creating an R&N committee. The size and inclusion of this committee can be tailored to meet the needs of the L&O.

Given the natural pipeline of Board members through the Cape Breton Partnership, the need for R&N meetings will likely be predictable and infrequent. As such, an ad hoc approach to committee formation, including all sitting members of the L&O committee, might be preferable. In that case, R&N committee meetings could immediately precede L&O meetings.

**Excerpt – REN Liaison and Oversight Committee Draft Minutes –
December 12, 2018**

Board Options and Next Steps

Motion:

Moved by Councillor Bruckschwaiger, seconded by Jennifer Campbell, to utilize members of the current Cape Breton Partnership Board of Directors for the CBRM Regional Enterprise Network Board, to be reviewed at budget.

Motion Carried.

Motion:

Moved by Jennifer Campbell, seconded by Councillor Bruckschwaiger, that Carla Arsenault of the Cape Breton Partnership be requested to contact the members of the Cape Breton Partnership Board who reside in the CBRM and are not affiliated with First Nation communities to determine if they are interested in serving on the CBRM Regional Enterprise Network Board of Directors, and that the names be brought back to the CBRM Liaison and Oversight Committee for consideration.

Motion Carried.

December 18, 2018



Via email

Deborah Campbell Ryan, Municipal Clerk,
Clerk's Department
Cape Breton Regional Municipality
405 - 320 Esplanade
Sydney, NS B1P 7B9

Re: Cape Breton Partnership CBRM Regional
Enterprise Network Board Confirmation

Madam Clerk,

Further to the inaugural meeting of the CBRM Liaison and Oversight Committee on December 14 and your recent communication of December 17, requesting confirmation regarding the participation of members from the Cape Breton Partnership's Board of Directors.

This will serve to confirm that six members of the Board of Directors of the Cape Breton Partnership have agreed to participate as the Board representatives for the Cape Breton Regional Municipality's Regional Enterprise Network.

The names of the Directors are identified below:

- Dan MacDonald, CBCL Ltd.
- Rob Wadden, Grant Thornton
- Sandra Killam, Seaside Wireless Communications
- Jim Wooder, JBW Consultants
- Fred Tilley, NSCC Marconi Campus
- Brian Purchase, Schwartz Furniture

I trust the above will meet with the satisfaction of the CBRM LOC and I am looking forward to engaging with you and your colleagues through this newly formed Regional Enterprise Network for the Cape Breton Regional Municipality.

Sincerely,

Original Signed By

Carla Arsenault
President and Chief Executive Officer

c.c. Marie Walsh
Chief Administrative Officer
Cape Breton Regional Municipality

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