

Cape Breton Regional Municipality

**Nominating Committee
Minutes**

**Monday,
January 17, 2022
9:36 a.m.
Via Videoconference**

Mayor Amanda M. McDougall called the meeting to order.

Present: Mayor Amanda M. McDougall, Chair
Councillor Gordon MacDonald
Councillor Steve Gillespie
Councillor Eldon MacDonald
Councillor Glenn Paruch
Councillor Steve Parsons

Staff: Marie Walsh, Chief Administrative Officer
John MacKinnon, Deputy Chief Administrative Officer
Deborah Campbell Ryan, Municipal Clerk
Sharon MacSween, Recording Secretary

Absent: N/A

Summary of Decisions

Land Acknowledgement

Roll Call

1. Approval of Minutes:

Motion to approve minutes from:

- **Nominating Committee - June 23, 2021**

Carried.

Motion to approve minutes from:

- **Nominating Committee - August 17, 2021**

Carried.

Motion to approve minutes from:

- **Nominating Committee - November 17, 2021**

Carried.

2. Approval of Agenda:

Motion to approve the January 17, 2022 Nominating Committee Agenda as circulated.

Carried.

2. Report on Call for Expression of Interest – Citizen Representatives on Committees:

i) Diversity Committee

Motion that staff be directed to ask the Chair of the Diversity Committee to pen a press (with a possible media interview), with staff input, regarding the role of the Diversity Committee to help generate public interest for citizen involvement. It was also agreed that staff also be requested to issue a second call for a CBRM citizen to serve on the Diversity Committee as the representative of the disability community. **Carried.**

ii) Audit Committee

Motion that a recommendation be made to Council to appoint Candidate #1 to the CBRM Audit Committee. **Carried.**

Continued...

Summary of Decisions (Cont'd)

Report on Call for Expression of Interest – Citizen Representatives on Committees (Cont'd):

iii) Cape Breton Regional Library Board

Motion that a recommendation be made to Council to appoint Candidate #2 to the Cape Breton Regional Library Board for the balance of a two-year term (to February 2023).
Carried.

iv) Port of Sydney Development Corporation (PSDC) Board

Motion that a recommendation be made to Council to appoint the following citizens to the Port of Sydney Development Corporation:

Professional Accounting Designation

- Candidate #4 (for a three (3) year term)

Expertise in Business and Commerce

- Candidate #5 (for a three (3) year term commencing April 1, 2022)

Carried.

4. Vacancy on Accessibility Advisory Committee:

Motion that a recommendation be made to Council that the vacant seat on the Accessibility Advisory Committee not be filled, leaving the composition of the Committee at eight (8) members. **Tied vote. Motion Lost.**

Motion to allow the Accessibility Advisory Committee to make a recommendation to the Nominating Committee on whether or not to fill the recent vacancy on the Accessibility Advisory Committee or that the Committee continue with the remaining eight (8) members.
Carried.

Adjournment

Land Acknowledgement

Roll Call

1. Approval of Minutes:

Motion:

Moved by Councillor Parsons, seconded by Councillor Gillespie, approval of the Minutes from:

- **Nominating Committee – June 23, 2021**

Motion Carried.

Motion:

Moved by Councillor Gillespie, seconded by Councillor Gordon MacDonald, approval of the Minutes from:

- **Nominating Committee – August 17, 2021**

Motion Carried.

Motion:

Moved by Councillor Paruch, seconded by Councillor Eldon MacDonald, approval of the Minutes from:

- **Nominating Committee – November 17, 2021**

Motion Carried.

2. Approval of Agenda:

Motion:

Moved by Councillor Gordon MacDonald, seconded by Councillor Parsons, approval of the January 17, 2022 Nominating Committee Agenda.

Motion Carried.

2. Report on Call for Expression of Interest – Citizen Representatives on Committees:

Deborah Campbell Ryan, Municipal Clerk, reviewed her Memo that was included in the agenda package and advised that a call for citizen volunteers was publicly advertised to fill vacancies on four (4) Committees, and the deadline for submissions was December 10, 2021.

Continued...

Report on Call for Expression of Interest – Citizen Representatives on Committees (Cont'd):

The Clerk noted that five (5) applications were received, and the recommendations for each of the Committees should be dealt with separately.

Next steps and citizen requirements were discussed.

i. Diversity Committee

The Clerk advised that the Diversity requires one representative from the disability community for the balance of a two-year term to February 2023, however no applications were received. It was recommended that staff be directed to issue a second call for citizens on social media only for a representative from the disability community to fill the vacant position on the Diversity Committee for the balance of the term to February 2023.

At this point in the meeting, the Mayor asked if it would be prudent to ask the Chair of the Diversity Committee to inform the public on the role of the Diversity Committee (i.e. interview with CBC) to generate interest for citizen involvement.

Councillor Gillespie agreed with Mayor McDougall, and further suggested that the Chair of the Diversity Committee also send out a press release on the role of the Diversity Committee.

The following motion was then put forward:

Motion:

Moved by Councillor Gillespie, seconded by Councillor Paruch, that staff be directed to ask the Chair of the Diversity Committee to pen a press release (with a possible media interview), with staff input, regarding the role of the Diversity Committee to help generate public interest for citizen involvement.

Discussion:

During discussion, it was agreed that staff also be requested to issue a second call for a CBRM citizen to serve on the Diversity Committee as the representative of the disability community.

Motion Carried.

Continued...

Report on Call for Expression of Interest – Citizen Representatives on Committees (Cont'd):

ii. Audit Committee

The Clerk advised that Audit Committee requires one citizen for a two-year term and that one application has been received.

The following motion was then put forward:

Motion:

Moved by Councillor Eldon MacDonald, seconded by Councillor Gordon MacDonald, that a recommendation be made to Council to appoint Candidate #1 to the CBRM Audit Committee. **Carried.**

iii. Cape Breton Regional Library Board

The Clerk advised that the Cape Breton Regional Library Board requires one citizen for the balance of a two-year term (to February 2023) and that two (2) applications have been received.

Councillor Eldon MacDonald recommended Candidate #2.

Seeing no other recommendations, the following was put forward:

Motion:

Moved by Councillor Parsons, seconded by Councillor Gillespie, that a recommendation be made to Council to appoint Candidate #2 to the Cape Breton Regional Library Board for the balance of a two-year term (to February 2023). **Carried.**

iv. Port of Sydney Development Corporation (PSDC) Board

The Clerk advised that the PSDC Board requires one individual with a professional accounting designation for a three-year term; and one individual with expertise in business and commerce for a three-year term (commencing April 1, 2022). There was one application received for the professional accounting position and one application for the business and commerce position.

Motion:

Moved by Councillor Paruch, seconded by Councillor Eldon MacDonald, that a recommendation be made to Council to appoint the following citizens to the Port of Sydney Development Corporation Board:

Professional Accounting Designation

- Candidate #4 (for a three (3) year term)

Expertise in Business and Commerce

- Candidate #5 (for a three (3) year term commencing April 1, 2022)

Carried.

4. Vacancy on Accessibility Advisory Committee:

The Municipal Clerk advised that an email was received from citizen Douglas Foster advising that he is resigning from the Accessibility Advisory Committee.

The Municipal Clerk provided two options for the vacancy on the Accessibility Advisory Committee:

Option 1: Recommend to Council that the vacant seat on the Accessibility Advisory Committee not be filled, leaving the composition of the Committee at eight (8) members, noting that six (6) of the remaining members are either persons with disabilities or representatives from organizations representing persons with disabilities, which meets the requirements of the Committee's Terms of Reference and the *Accessibility Act*.

Option 2: To direct staff to call for expressions of interest for a citizen to serve on the Accessibility Advisory Committee to fill the vacant seat.

Motion:

Moved by Councillor Eldon MacDonald, seconded by Councillor Parsons, that a recommendation be made to Council that the vacant seat on the Accessibility Advisory Committee not be filled, leaving the composition of the Committee at eight (8) members.

Discussion:

Councillor Gillespie suggested that the Accessibility Advisory Committee be requested to provide input to the Nominating Committee on whether they feel that this vacant position should be filled.

Following further discussion, the Chair called for the vote. **Tie vote. Motion Lost.**

The following motion was then put forward:

Motion:

Moved by Councillor Gillespie, seconded by Councillor Paruch, to allow the Accessibility Advisory Committee to make a recommendation to the Nominating Committee on whether or not to fill the recent vacancy on the Accessibility Advisory Committee or that the Committee continue with the remaining eight (8) members.

Motion Carried.

Continued...

Vacancy on Accessibility Advisory Committee (Cont'd):

The Clerk pointed out that when this matter is brought to the Accessibility Advisory Committee, it will be for the current vacancy and not the previous one because Council has already made a decision on same, although they have the right to change a previous decision. She further advised that with the Accessibility Advisory Committee operating with nine (9) members that includes one vacancy may impact quorum requirements.

Adjournment 10:07 a.m.

Mayor Amanda M. McDougall

**Deborah Campbell Ryan
Municipal Clerk**

/slm