

# **Nominating Committee**

## **Agenda**

**Tuesday, December 8, 2020**

**3:30 p.m.**

**Main Concourse  
Centre 200  
481 George Street  
Sydney, N.S.**

**Committee Members:**

**Mayor Amanda M. McDougall  
Councillor Gordon MacDonald  
Councillor Steve Gillespie  
Councillor Eldon MacDonald  
Councillor Glenn Paruch  
Councillor Steve Parsons**

# Cape Breton Regional Municipality

## Nominating Committee

Tuesday, December 8, 2020

3:30 p.m.

### AGENDA ITEMS

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#### Roll Call

1. Approval of Minutes: (Previously Distributed)

➤ January 16, 2020

2. APPROVAL OF AGENDA: (Motion Required)

3. Council Appointments to CBRM Committees and External Agencies – 2020 to 2022: Deborah Campbell Ryan, Municipal Clerk (See page 3)

*Background Information:*

a) Master Selection Sheet (See page 4)

b) Current Membership (See page 6)

4. Citizen Appointments on CBRM Internal Committees and External Agencies: Deborah Campbell Ryan, Municipal Clerk (See page 8)

5. Regional Enterprise Network (REN) Liaison & Oversight Committee – CBRM Staff Appointments: Deborah Campbell Ryan, Municipal Clerk (See page 10)

6. Nova Scotia Affordable Housing Commission: Deborah Campbell Ryan, Municipal Clerk (See page 12)

#### Adjournment

**CBRM**

**M·E·M·O**

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320 Esplanade

Sydney, Nova Scotia, B1P 7B9

902-563-5021

**To:** Nominating Committee

**From:** Deborah Campbell Ryan, Municipal Clerk

**Date:** December 3, 2020

**Subject:** Council Appointments to CBRM Committees & External Agencies – 2020-2022

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Attached please find a Master Selection Sheet which summarizes the requests from members of Council for appointments to the CBRM Committees and External Agencies for the next two years.

For reference purposes, attached is the listing of the current Council appointments to Internal Committees and External Agencies. In accordance with Policy RC4 Committees, there is a guideline to strive for at least one-half of the membership of committees to rotate off annually. With so many new Council members, that cannot be achieved this year; but it would be beneficial for continuity purposes to appoint a Council member who had served on a Committee in the past.

The Nominating Committee will review the Council requests for each Committee, consider additional nominations from the floor, and conduct elections if necessary.

The recommendations from the Nominating Committee will be referred to the Council meeting scheduled for December 8, 2020.

Yours truly,

Original Signed By

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**Deborah Campbell Ryan**  
**Municipal Clerk**

Attachments

**Cape Breton Regional Municipality  
Council Representation Requests (Internal Committees) – December 2020**

Council Member	Police Commission (Chair - 2 year appointment)	Fire & Emergency Services Committee	Heritage Advisory Committee	Audit Committee	CBRM Charter Ad Hoc Committee Open to ALL members of Council	Fences Arbitration
<b>Number Required</b>	<b>3</b> (+ 3 citizens +1 Prov. Appointee)	<b>4</b> + Deputy Mayor	<b>2</b> (minimum) (+ maximum 7 citizens)	<b>4</b> + Deputy Mayor (+ 2 citizens)	<b>Quorum 5</b>	<b>1 + Alternate</b> (1 Citizen app from NS Federation of Agriculture)
Mayor Amanda M. McDougall						
Gordon MacDonald	X					
Deputy Mayor Earlene MacMullin		X		X	X	Alternate
Cyril MacDonald	X	X			X	
Steve Gillespie	X	X			X	
Eidon MacDonald	X		X			
Glenn Paruch		X	X			
Steve Parsons				X		
James Edwards	X	X	X		X	
Ken Tracey		X	X			
Darren Bruckschwaiger	X	X				
Darren O'Quinn	X	X	X		X	
Lorne Green	X	X		X	X	

**Cape Breton Regional Municipality  
Council Representation Requests (External Agencies) - December 2020**

Council Member	Library Board	Pitu'paq	NS Solid Waste- Resource Management Regional Chairs Committee (2 yr. term)	REN Liaison & Oversight Committee	CBRM Youth Council – Advisory Committee
<b>Number Required</b>	<b>3</b> (+ 2 citizens)	<b>1</b>	<b>1</b>	<b>2</b> (+ 2 staff + 2 DMAH)	<b>2</b>
Mayor Amanda M. McDougall					
Gordon MacDonald					
Deputy Mayor Earlene MacMullin				<b>X</b>	
Cyril MacDonald	<b>X</b>	<b>X</b>	<b>X</b>		<b>X</b>
Steve Gillespie	<b>X</b>				
Eldon MacDonald	<b>X</b>				
Glenn Paruch	<b>X</b>				
Steve Parsons		<b>X</b>		<b>X</b>	
James Edwards					<b>X</b>
Ken Tracey					<b>X</b>
Darren Bruckschwaiger					
Darren O'Quinn	<b>X</b>		<b>X</b>		<b>X</b>
Lorne Green					

**2018 to 2020 Internal and External Committee – Council Appointments**

<b><u>Internal Committees:</u></b>	
<p><b>Police Commission</b>                      (3 Members + 4 Citizens)                      Councillor Jim MacLeod, Chair                      Councillor Steve Gillespie                      Councillor George MacDonald</p>	<p><b>Charter Ad Hoc</b>                      (quorum 5 – open to all members of Council)                      Councillor Kendra Coombes, Chair                      Councillor Earlene MacMullin                      Councillor Steve Gillespie                      Councillor Eldon MacDonald                      Councillor Amanda McDougall, Vice-Chair</p>
<p><b>Fire &amp; Emergency Services Committee</b>                      (Deputy Mayor + 4 = 5 Members)                      Deputy Mayor Ivan Doncaster, Chair                      Councillor Eldon MacDonald                      Councillor Amanda McDougall                      Councillor Darren Bruckschwaiger                      Councillor Kendra Coombes</p>	<p><b>Heritage Advisory Committee</b>                      (2 Members minimum + max. 7 Citizens)                      Councillor Eldon MacDonald, Chair                      Councillor Clarence Prince</p>
<p><b>Audit Committee</b>                      (Deputy Mayor + 4 Members + 2 Citizens = 7 Members)                      Deputy Mayor Ivan Doncaster, Chair                      Councillor Clarence Prince                      Councillor George MacDonald                      Councillor Darren Bruckschwaiger                      Councillor Kendra Coombes</p>	
<p><b>Fences Arbitration:</b>                      (1 Member + 1 Alternate)                      Deputy Mayor Ivan Doncaster, Chair                      Councillor Steve Gillespie, Alternate</p>	

Continued...

## 2018 to 2020 Internal and External Committee – Council Appointments

<u>External Committees:</u>	
<p><b>Nova Scotia Solid Waste Resource Management Regional Chairs Committee</b> (1 Member) Councillor Amanda McDougall</p>	<p><b>REN Liaison &amp; Oversight Committee</b> Councillor Earlene MacMullin, Chair Councillor Darren Bruckschwaiger, Vice-Chair Jennifer Campbell, CBRM John Phalen, CBRM Ron Dauphinee, Municipal Affairs Emily Pond, Municipal Affairs</p>
<p><b>Pitu'paq</b> (1 Member) Councillor Esmond Marshall</p>	<hr/> <p><b>Youth Council Advisory Committee</b> <i>Appointed January 21, 2020 (One Year Term)</i> Councillor Amanda McDougall Councillor Kendra Coombes</p>
<p><b>Cape Breton Regional Library Board</b> (3 Members + 2 Citizens) Councilor Steve Gillespie Councillor Amanda McDougall Councillor Kendra Coombes</p>	



# M·E·M·O

**To:** CBRM Nominating Committee  
**From:** Deborah Campbell Ryan, Municipal Clerk  
**Date:** December 3, 2020  
**Subject:** Citizen Appointments on CBRM Internal Committees and External Agencies

Attached please find the list of current citizen appointments to CBRM Committees and External Agencies.

As outlined, the term for citizens appointments on many of the Committees and Agencies have or will expire in the coming months. Therefore it would be in order for the Nominating Committee to direct staff to call for expressions of interest for citizens to serve on the following Committees/Agencies in accordance with the related by-laws and policies:

- Board of Police Commissioners
- Audit Committee
- Diversity Committee
- Heritage Advisory Committee
- Cape Breton Regional Library Board
- Port of Sydney Development Corporation (*Business & Commerce Sector*)

**Staff Recommendation:**

That the Nominating Committee pass a motion to direct the Clerk to call for Expressions of Interest for vacancies on the above Committees and Agencies, and that a report be brought back to the Nominating Committee.

Yours truly,

Original Signed By

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**Deborah Campbell Ryan**  
**Municipal Clerk**

Attachment

**Board of Police Commissioners**

Citizen Dale Deering-Bert *November 5, 2018 \**

Citizen Helen Luedee *Appointed August 13, 2019\*\**

Citizen Joseph Gillis *Appointed Sept. 28, 2017\*\*\**

**Audit Committee**

Citizen Ian MacLean *Appointed May 29, 2018\**

Citizen Rakesh Kochhar *Appointed August 13, 2019\* - Expires August 2021*

**Diversity Committee: Appointed May 29, 2018\***

Citizen Hind Eloukkal, New Comer Community

Citizen Andrea Hawley, African Nova Scotia Community

Citizen Keith Anderson, Mental Health Community

Citizen Jennifer Jesty, First Nation Community

Citizen Ann McPhee, Women's Group

Citizen Eli Quirk, Gay, Lesbian & Transgendered  
Community

Citizen Shannon Long, Community Member at Large

Citizen Stephanie McCormick, Community Member at  
Large

Citizen Don Vickers, Community Member at Large

Citizen Raymond Young, Disability Community

Citizen Victor Tomiczek Jr., CBU

*Vacancy – Cape Breton-Victoria Regional School Board*

**Heritage Advisory Committee – Two Year Terms Expire April 2021**

Citizen Thomas Ashford *Appointed April 2, 2019\**

Citizen Eric Keys MacDonald *Appointed April 2, 2019\**

Citizen Spyro Trifos *Appointed April 2, 2019\**

**Cape Breton Regional Library Board - Two Year Terms Expire April 2021**

Citizen Ronald MacDonald *Appointed April 2, 2019\**

Citizen Douglas MacLennan *Appointed April 2, 2019\**

**Port of Sydney Development Corporation (PSDC)**

Business & Commerce Sector (2 appointments):

Jerry Gills – term expires March 31, 2021 (served two terms)

Allan Pendergast – term expires March 31, 2021 (served one term)

**Legend**

\* Two (2) Year Term

\*\* Balance of a two (2) Year Term (to November 2020)

\*\*\* Provincial Appointment - Three Year Term (Province has been contacted re: replacement)



# M·E·M·O

**To:** CBRM Nominating Committee  
**From:** Deborah Campbell Ryan, Municipal Clerk  
**Date:** December 3, 2020  
**Subject:** Regional Enterprise Network (REN) Liaison & Oversight Committee - CBRM Staff Appointments

CBRM is required to have a Liaison & Oversight Committee (LOC) which acts as an advisory body for the Regional Enterprise Network (REN). Attached is a brief overview of the roles and responsibilities of the LOC.

In addition to the Council appointments and Municipal Affairs representatives, the LOC membership includes two CBRM staff. Currently Jennifer Campbell, Chief Financial Officer, and John Phalen, former Economic Development Manager, are appointed to the LOC.

However John Phalen is now a Manager in Public Works and CBRM has a new Community Development Coordinator, namely Ken LeBlanc. Therefore it is recommended that Mr. LeBlanc replace John Phalen on the LOC. Further, Jennifer Campbell should continue as the second CBRM staff member on the LOC.

**Staff Recommendation:**

That the Nominating Committee recommend to Council that Ken LeBlanc, Community Development Coordinator, be appointed as one of the CBRM staff representatives on the Liaison & Oversight Committee for the REN, and that Jennifer Campbell, Chief Financial Officer, be reappointed as the second CBRM staff representative on the LOC.

Yours truly,

Original Signed By

\_\_\_\_\_  
**Deborah Campbell Ryan**  
**Municipal Clerk**

Attachment

## Regional Enterprise Network - Liaison and Oversight Committee

*The Liaison and Oversight Committee (LOC) is an advisory body representing the municipal and provincial funders that are supporting the core operations of a Regional Enterprise Network (REN) through an Inter-Municipal Agreement and Contribution Agreement. The typical composition includes the municipalities, First Nations and the Province of Nova Scotia. The Committee is responsible for reviewing and approving the regional economic development strategy, evaluating the REN's overall performance, financial oversight, recruiting and nominating the Board of Directors, and planning for Board succession.*

### **Roles and Responsibilities:**

- i. Reviewing and Approving the regional economic development strategy;
- ii. Monitoring and evaluating the implementation of the regional economic development strategy;
- iii. Reviewing and approving any agreements between the REN and any other entity which would require the REN to expend a sum or sums of money in excess of \$100,000.
- iv. Reporting and communicating with the Municipality and the Province;
- v. Appointing the members of the Recruitment and Nominating Committee;
- vi. Appointing the members of the Board of Directors, based upon the recommendations from the Recruitment and Nominating Committee.

**Memo**

**From:** Marie J. Walsh, CAO  
**To:** Deputy Mayor Earlene D. MacMullin; Deborah Campbell Ryan, Clerk  
**Cc:** Mayor's Office; ClerksOffice;  
**Date:** December, 01, 2020  
**Subject:** Nova Scotia Affordable Housing Commission

Deputy Mayor MacMullin and Deborah:

I have been contacted by the Department of Municipal Affairs and Housing about a new Nova Scotia Affordable Housing Commission. They are looking for an elected member or a senior staff member from CBRM to sit on this Commission. I would like to put my name forward to the Nominating Committee for consideration to represent CBRM as I have 20 years' experience in Public Housing and sat on the Nova Scotia Strategic Planning Committee for Affordable Housing in 2005. Below are the members of the Commission that have been appointed to date, and for your information attached is the relevant Media Release.

I understand if Council prefer to have an elected member.

Thank you for consideration in this regard.

**Marie J Walsh, CPA, CGA** | Chief Administrative Officer

**Nova Scotia Affordable Housing Commission – Members Appointed to date:**

- Catherine Berliner, Department of Municipal Affairs and Housing – Co-chair
- Ren Thomas, Dalhousie University – Co-chair
- Chief Sidney Peters, Tawaak Housing Association
- Karen Brodeur, Cooperative Housing Federation of Canada
- Fred Deveaux, Cape Breton Community Housing Association
- Jim Graham, Affordable Housing Association of Nova Scotia
- Mike Dolter, Association of Municipal Administrators Nova Scotia
- Jeremy Jackson, Investment Property Owners Association of Nova Scotia
- Alex Halef, Urban Development Institute
- Gordon Laing, Southwest Properties
- Kelly Denty, Halifax Regional Municipality
- Michelle MacFarlane, Service Nova Scotia and Internal Services
- Joy Knight, Department of Community Services

State of emergency declared. See [Novel Coronavirus \(COVID-19\) updates \(https://novascotia.ca/coronavirus/\)](https://novascotia.ca/coronavirus/) and check for location, program and service [closures, cancellations and changes \(https://novascotia.ca/closures/\)](https://novascotia.ca/closures/).

News release

## Province Creates Protections for Renters, More Beds for Homeless

[Municipal Affairs and Housing \(../search?dept=178\)](#) / [Service Nova Scotia and Internal Services \(../search?dept=177\)](#) / [COVID - 19 \(../search?dept=180\)](#)  
November 25, 2020 - 12:41 PM

Too many Nova Scotians are struggling to afford the place they call home, creating additional health and safety concerns during the COVID-19 pandemic and state of emergency. That's why the province is taking steps to protect renters in all parts of the province from excessive rent increases and renovations while it works on longer term solutions.

Municipal Affairs and Housing Minister Chuck Porter, also minister responsible for the Emergency Management Act, announced today, Nov. 25, immediate protections ordered under the Emergency Management Act:

- rents cannot increase by more than two percent per year
- landlords will not be able to get an eviction order for renovations

The province is also creating the Nova Scotia Affordable Housing Commission. It will work with experts in the public, private, non-profit and academic sectors to make recommendations about affordable housing strategies and actions.


"It is clear that our housing market is going through an unprecedented situation, made worse by COVID-19, and people need us to take immediate action as we look for sustainable solutions," said Mr. Porter. "We will be working with our partners to identify opportunities and make evidence-based decisions that put us on the right path forward for Nova Scotians."

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The province is also taking another step to address homelessness in the Halifax area. An investment of \$1.7 million will replace 30 beds that were taken out of the system due to physical distancing requirements under COVID-19 health protocols. More details, including the finalization of a service provider, will be shared in the coming days.

The protections for renters will be in place until Feb. 1, 2022, or until the state of emergency is lifted, whichever is sooner. Rental increase protections are retroactive to Sept. 1, 2020.

Members of the Nova Scotia Affordable Housing Commission include:

- Catherine Berliner, Department of Municipal Affairs and Housing – co-chair
- Ren Thomas, Dalhousie University – co-chair
- Chief Sidney Peters, Tawaak Housing Association
- Karen Brodeur, Cooperative Housing Federation of Canada
- Fred Deveaux, Cape Breton Community Housing Association
- Jim Graham, Affordable Housing Association of Nova Scotia
- Mike Dolter, Association of Municipal Administrators Nova Scotia
- Jeremy Jackson, Investment Property Owners Association of Nova Scotia
- Alex Halef, Urban Development Institute
- Gordon Laing, Southwest Properties
- Kelly Denty, Halifax Regional Municipality
- Michelle MacFarlane, Service Nova Scotia and Internal Services
- Joy Knight, Department of Community Services

Members will also be appointed from Cape Breton Regional Municipality, Department of Health and Wellness, and Department of Justice.

The commission's first set of recommendations will be submitted to Mr. Porter within the next six months.

Quotes:

"No one should have to live with the constant anxiety of worrying about keeping a roof over their head, or unexpectedly having to find a new home for their family, particularly at this difficult time. Protecting tenants and creating the commission are important next steps as we work to find answers that balance the needs and rights of both tenants and landlords."

– *Patricia Arab, Minister of Service Nova Scotia and Internal Services*

"Nova Scotia is facing significant challenges in terms of meeting the current and future demand for affordable housing, and keeping the units we currently have. It will take strong partnerships and collaboration between all levels of government, the private sector and our non-profit housing providers to address this situation. I look forward to working with stakeholders with a wide variety of perspectives and experiences on this important issue."

– *Ren Thomas, co-chair, Affordable Housing Commission*

#### Quick Facts:

- for landlords to legally evict a tenant for renovations, they must file an application with the residential tenancy program
- since March 22, the province has been under a state of emergency as a result of COVID-19
- government is investing \$513 million over 10 years in affordable housing projects and programs
- since April 1, 647 people have been housed by provincially funded housing support workers
- over the past six months, more than 900 low-income homeowners have received a home repair or adaptation
- more than 2,500 households currently receive a rent supplement
- the recently announced Targeted Housing Benefit will help up to 1,700 households across the province

#### Additional Resources:

Nova Scotia Housing Action Plan:

[https://housing.novascotia.ca/sites/default/files/NS\\_Housing\\_Action\\_Plan\\_2019.pdf](https://housing.novascotia.ca/sites/default/files/NS_Housing_Action_Plan_2019.pdf)

([https://housing.novascotia.ca/sites/default/files/NS\\_Housing\\_Action\\_Plan\\_2019.pdf](https://housing.novascotia.ca/sites/default/files/NS_Housing_Action_Plan_2019.pdf))

Residential Tenancy Guide

<https://beta.novascotia.ca/documents/residential-tenancy-guides> (<https://beta.novascotia.ca/documents/residential-tenancy-guides>)

Municipal Affairs and Housing Twitter Account:

[https://twitter.com/dma\\_ns](https://twitter.com/dma_ns) ([https://twitter.com/dma\\_ns](https://twitter.com/dma_ns))

Service Nova Scotia and Internal Services Twitter Account:

[https://twitter.com/ns\\_servicens](https://twitter.com/ns_servicens)  
([https://twitter.com/ns\\_servicens](https://twitter.com/ns_servicens))

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