

NOV 27 2019

Mr. Alain Muise  
Chief Administrative Officer  
Municipality of the District of Argyle  
PO Box 10  
Tusket, Nova Scotia B0W 3M0

Dear Mr. Muise:

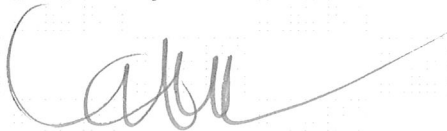
I wish to advise that the Municipality of the District of Argyle, currently has a vacant position on the Board of the Western Regional Housing Authority.

Housing Nova Scotia wants to ensure memberships on the Housing Authority Board can bring fresh ideas to the organization and foster a strong and healthy community through participation. With this in mind, I would like to request the Municipality's recommendation for filling this vacancy.

I would also like to advise that it is the policy of the Province of Nova Scotia to give fair consideration to women, aboriginal people, visible minorities and persons with disabilities for all appointments. Please include a brief biography of the new nominee you are recommending.

Thank you for your cooperation and assistance.

Sincerely,



Nancy MacLellan  
Deputy Minister

Attachment: Board Selection Criteria

- c. Mr. John Campbell, Director, Western Regional Housing Authority  
Mr. Peter Simpson, Chairperson, Western Regional Housing Authority

# ABC Profile and Selection Criteria

**ABC:** Housing Authority, Western Region

**Department:** Municipal Affairs and Housing

## **Objectives:**

To oversee the management of public housing with respect to Applicant/Tenant matters in accordance with the policies and procedures established by the Minister.

## **ABC Type:**

Non-Adjudicative.

## **Composition:**

A Regional Housing Authority, is composed of:

- (minimum) one representative from each municipality in the region served by the Housing Authority;
- (minimum) two provincial representatives;
- (maximum) two tenant representatives residing in premises managed by the Housing Authority;
- One ex-officio member – housing authority General Manager (Director).

## **Remuneration:**

Expenses only.

## **Term:**

Maximum of two consecutive, three-year terms, must sit out a minimum of one term before eligible for reappointment.

## **Meeting Frequency:**

The full Board meets once per year. Work done at a regional committee level requires at least one meeting per month.

**ABC Contact:**

Jacinda Jennings – via email – [Jacinda.Jennings@novascotia.ca](mailto:Jacinda.Jennings@novascotia.ca)

**Governing Statute/Regulations:**

C.211, RSNS 1989, the Housing Act, s.8.2 and 8.3 of the bylaws (OIC 84-1463) and the Department of Community Services, "Housing Authority Handbook (Aug06)".

**Statutory Requirements:**

None.

**Other Requirements:**

- Demonstrate the ability to be impartial, fair, objective and courteous when dealing with applicants and tenant-related issues.
- Ability to attend regular meetings scheduled during normal business hours on weekdays.

**Required Nominations / Recommendations:**

- Municipal representatives must be nominated by the municipalities in the region served by the Housing Authority.
- Provincial representatives must be nominated by the Minister of Municipal Affairs and Housing.
- Tenant representatives must be nominated by the Housing Authority Board.

**Ineligible Persons:**

- Elected persons holding federal, provincial or municipal office.
- The spouse of an elected official.
- Employees of a Housing Authority.
- Employees of the Department of Municipal Affairs and Housing.
- Employees of Canada Mortgage and Housing Corporation.
- Employees of the Municipalities that fall within the Housing Authority's jurisdiction.
- Individuals who own or are directors of companies that have entered into a rent supplement agreement with the Minister and the respective Housing Authority.
- Employees or owners of businesses that deal with the Housing Authorities.