

December 1, 2022

Mayors/Wardens  
Member Units of Western REN

**RE: Western Regional Enterprise Network (WREN) Intermunicipal Agreement – Quorum requirement for the Liaison and Oversight Committee (LOC)**

Ladies & Gentlemen:

The WREN LOC provides critical governance support to the Board of Directors charged with the mandate for the activities of the regional enterprise network. The specific role of the LOC is detailed in the Intermunicipal Agreement.

Specifically, S9(k) states, "All meetings of the Liaison and Oversight Committee require a quorum consisting of three-quarters (75 %) of its total membership. If a quorum is not present, no business may be transacted at a meeting of the Liaison and Oversight Committee. "

Over the course of the Covid-19 Pandemic, and during recovery, the LOC has struggled to achieve quorum consistently. This has hampered the Committee's ability to be effective and deliver its complete mandate under the Intermunicipal Agreement.

This is the only regional collaboration which requires such a high threshold for quorum. Given a key role for the LOC is to approve contracts greater than \$100,000 between the WREN and other entities, a high standard of stewardship is to be commended. However, there is no additional financial exposure for approvals under a more standard quorum of 50%+1. The WREN is not permitted to borrow money, own property or undertake capital projects – these would seem to be the riskier financial exposures.

At its November 10, 2022 meeting a motion was unanimously approved to recommend the participating Municipal Units amend Section 9 (K) of the Intermunicipal Agreement updating the quorum requirement to 50%+1. This will allow the LOC to honor its mandate in the agreement and set a course for a new energy and engaged participation in the WREN as a whole.

If you have any questions, please reach out to me directly at [gsurette@munargyle.com](mailto:gsurette@munargyle.com) or 902-648-7827.

Respectfully,



*for:* Guy Surette  
Chair, Liaison & Oversight Committee  
Western REN

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Cc: Alain Muise, CAO MODA  
Victoria Brooks, CAO MODY  
Chris Frotten, CAO MODB  
Stephane Cyr, CAO MODC  
Jeff Sunderland, CAO MODD  
Jeff Gushue, CAO TOY  
Tom Ossinger, CAO TOD  
Marilynn Hay, Municipal Advisor, NS Dept. Municipal Affairs & Housing – LOC member  
Joe Brown, Business Workforce Consultant, NS Labour Skills & Immigration – LOC member