

1. TYPE OF ORGANIZATION (check one) INDIVIDUAL
 PARTNERSHIP

2. NAMES OF PRINCIPALS, EDUCATIONAL & PROFESSIONAL QUALIFICATIONS

3. CURRENT STAFF

_____ NUMBER OF REGISTERED ARCHITECTS (INCLUDING PRINCIPALS)

_____ NUMBER OF GRADUATE ARCHITECTS (NOT REGISTERED)

_____ ARCHITECTURAL DRAFTSMEN

_____ SENIOR

_____ INTERMEDIATE

_____ JUNIOR

_____ FIELD STAFF

_____ PROFESSIONAL ENGINEERS

_____ ENGINEERING DRAFTSMEN

_____ **TOTAL STAFF INCLUDING PRINCIPALS**

ENGINEERING SERVICES NORMALLY CARRIED OUT BY FIRM

ENGINEERING SERVICES NORMALLY PROVIDED BY ENGINEERING CONSULTANTS

on capital debt.

The Chairman said that the City Manager would supply

Albermar Moir with the requested information.

THE SELECTION OF AN ARCHITECT

Selection of an architect for a proposed building can be done by The Direct Method, The Comparative Method, or the Design Competition Method. The particular one followed is very often determined by the type of client and by the type of project. The direct method is most often used by the individual client undertaking a small project; the comparative method is more often employed by a government body or building committee; and the design competition method is most frequently used for large civic and monumental projects.

Although all methods are available in the consideration of any project, the great majority of architectural commissions are awarded as a result of either direct or comparative selection. The procedure follows three basic steps:

A review of qualifications and experience resume.

An interview to find out more about the architect's attitudes, philosophy and personality.

An investigation of the architect's former clients and projects, preferably through visitation of buildings. Giving an insight to the architect's ability and ingenuity in solving a problem and the degree of satisfaction attained.

DIRECT SELECTION—By the method an architect can be chosen with relative ease. The selection is made on the basis of his reputation, personal acquaintance, or upon recommendations of his former clients. The architect is chosen on the basis of talent, professional experience and taste as evaluated by the client in terms of his own need and inclinations.

COMPARATIVE SELECTION—This procedure may be pursued in a number of different ways, but essentially the architect is chosen from among a group who have presented the Nova Scotia Association of Architects Firm Data Form and a subsequent interview. Firm Data Forms may be requested from all architects or a selected list and should be resubmitted annually.

The information contained on the Nova Scotia Association of Architects Firm Data Form gives the client a complete statement of the training and experience of key personnel, the size and type of organization, and a representative list of projects done by the firm. After the applications have been received they should be carefully reviewed so that a selected group may be invited for interview. Of the total number of firms submitting Firm Data Forms not more than three or four should be interviewed. Through the interview the client will want to know more about the architect's professional standing, his experience and projects, and the conduct of his practice, and he will find out about his attitudes, compatibility and his philosophy of design.

DETERMINING FACTORS IN SELECTION — The client will frequently be concerned whether the architect under consideration has had experience in work of similar size, type and complexity. The young architect should not be ruled out because he does not have many buildings to his credit. He may be well qualified in other respects, although he should be able to prove competence in such work as has been entrusted to him.

The size of an architect's office is generally less important than the efficiency of its organization. The professional office is usually organized to handle work within established price limits and the potential client can be guided accordingly by considering representative work done by the firm.

The final selection of the architect should be made on the basis of good standing in his profession and in the community, on his creative and artistic ability, his technical competence, his business capacity, his integrity, his good judgment and on his ability to co-operate with all those involved in the project.

DESIGN COMPETITIONS—The competition system provides for the selection of an architect by means of comparison of various solutions for a particular project. It affords an opportunity for stimulating creative effort on the part of persons skilled in special aspects of architecture, and it enables younger, talented persons an opportunity to gain recognition.

A competition is more expensive and time consuming than other selection methods and for these reasons its use has been limited. It has been found most often to be appropriate for large, civic projects. Selection by this method requires the observance of rules which will result in fair conduct of the competition and which will establish equitable relations between the owner and competitors. Since such regulation is of primary importance The Royal Architectural Institute of Canada has published the Code for Architectural Competitions, for the guidance of architects and the public.

Regardless of the method used by the owner in the selection of an architect, he should be chosen as a person in whom there can be a relationship of absolute confidence and trust. When the decision to award the commission has been made the owner and the architect should conclude their negotiations with a written agreement so that all matters between them are clearly understood by both. This is usually accomplished by means of a standard form approved, by the Royal Architectural Institute of Canada.

LIST OF COMPLETED BUILDINGS (NOT TO EXCEED TEN)

APPROX. VALUE

5. LIST OF PRINCIPAL BUILDINGS NOW UNDER CONSTRUCTION

APPROX. VALUE

Finance and Executive Committee, January 27, 1960, respecting
 a revision of 1959 for the purpose of the Tax Appeal Court.
 MOVED by Alderman [Name] seconded by Alderman [Name]
 following scale of 1959 for the purpose of the Tax Appeal Court by
 [Name]

6. LIST OF ARCHITECTURAL AWARDS
WON BY FIRM, PRINCIPALS, OR MEMBERS OF STAFF

7. GENERAL REMARKS

SIGNATURE OF ARCHITECT

DATE

Algerman Moir with the requested information.
The Chairman said that the City Manager would supply
on capital debt.

Council,
January 27, 1966.

Question - Alderman Trainor Re: Proposal to Make Moran Street a One-Way Thoroughfare

Alderman Trainor said that sometime ago, the Council had requested the Traffic Engineer to look into the feasibility of making Moran Street a one-way street.

He asked that he be supplied with a copy of the report on this matter if it has been submitted and if such report has not been submitted, he asked that the Traffic Engineer be directed to look into the feasibility of making it a one-way street.

NOTICES OF MOTION

Notice of Motion - Alderman Black Re: Amendment to Ordinance #105

Alderman Black gave notice that at the next regular meeting of City Council to be held on February 17, 1966, he will move that Ordinance #105 be amended by deleting Clause (a) of Sub-section (4) of Section 10 of the said Ordinance.

ADDED ITEMS

Letter - Halifax Home Owners Association

A letter was submitted from the Halifax Home Owners Association dated January 27, 1966 requesting that Council give consideration to four resolutions passed by the Association at a meeting held on January 26, 1966.

MOVED by Alderman Abbott, seconded by Alderman Moir, that the letter be referred to the Finance and Executive Committee for consideration. Motion passed.

Fees - Members of Tax Appeal Court

Council considered the report of the meeting of the Finance and Executive Committee held on January 27, 1966 respecting a revision of fees for the members of the Tax Appeal Court.

MOVED by Alderman Abbott, seconded by Alderman O'Brien that, as recommended by the Finance and Executive Committee, the following scale of fees for members of the Tax Appeal Court be

approved, effective as of January 31, 1966:

- \$30.00 per member for each morning session
- \$30.00 per member for each afternoon session

Motion passed.

Letters - Halifax-Dartmouth and District Trades and Labour Council

Four letters were submitted from the Halifax-Dartmouth Trades and Labour Council dealing with:

- (1) Jurisdiction of the City Manager - Police and Fire Departments;
- (2) Five per cent Transient Occupancy Tax;
- (3) Urwick, Currie Report;
- (4) 1966 Tax Rates

MOVED by Alderman Abbott, seconded by Alderman Trainor, that the letters be referred to the Finance and Executive Committee for consideration. Motion passed.

Tax Relief for Certain Classes of Home Owners

Alderman Richard submitted the following motion:

MOVED that City Council seek an amendment to the City Charter to permit the City to defer the collection of residential property tax in the following circumstances:

- 1. In the case of assessed property owners over the age of 65 years, who upon application to the City are able to meet certain requirements as to need;
- 2. Widowed mothers with children under the age of sixteen years, such mothers being able to meet requirements as to need upon application to the City.

IT IS FURTHER MOVED that the City be empowered to defer collection of residential taxes in the above-mentioned for a period of the life of the assessed owner-occupier of the property in the case of (1) above, or, until the youngest child reaches the age of 16 years in the case of (2) above, and in both cases, until the disposal of the property by sale or otherwise.

That the City be empowered to charge interest at a rate to be determined on the arrears accumulated by virtue of this motion.

MOVED by Alderman Trainor, seconded by Alderman Abbott, that this matter be referred to the Finance and Executive Committee for consideration. Motion passed.

11:20 p.m. Council adjourned to meet in the Mayor's

Council,
January 27, 1966.

office to consider Item 17B - Report - Special Superannuation
Committee Re: Superannuation Plan.

11:50 p.m. Council reconvened, the following members
being present: Deputy Mayor A. M. Butler, Chairman, and Aldermen
Black, Moir, Matheson, Meagher, LeBlanc, Trainor, Connolly, Doyle,
Richard, O'Brien and H. W. Butler.

MOVED by Alderman Black, seconded by Alderman Trainor,
that this meeting adjourn to meet on January 31, 1966 at 9:30 p.m.
Motion passed.

11:52 p.m. Meeting adjourned.

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Superannuation Plan for City employees.

Mr. Burnell briefly pointed out the various tax

fits arising from the new
A. M. BUTLER,
DEPUTY MAYOR AND CHAIRMAN

His Worship then asked if any person present

R. H. STODDARD,
CITY CLERK to address Council on this matter.

Mr. C. Kelly then spoke to Council and mentioned

the fact that the pre-1951 employees would stand to lose
benefits the way the plan was presently written as it per-
tained to supplementary grants.

He suggested that consideration of the plan be
deferred so that an opportunity would be afforded the mem-
bers to further review the same.

CITY COUNCIL MINUTES
ADJOURNED MEETING

Council
January 31, 1966.

Mr. J. Ross then addressed Council and requested defarment for a year and that a further study be undertaken which
Council Chamber,
City Hall,
Halifax, N. S.,
January 31, 1966,
9.45 p.m.

A better plan. An adjourned meeting of the City Council was held on the above date.

After the meeting was called to order, the members of Council, led by the City Clerk, joined in reciting the Lord's prayer.

There were present Mayor C. A. Vaughan, Chairman; Aldermen Moir, Matheson, A. M. Butler, Meagher, LeBlanc, Trainor, Connolly, Richard, O'Brien and H. W. Butler.

Also present were Messrs. P.F.C. Byars, D. F. Murphy, R. H. Stoddard, V. W. Mitchell, G. H. Brundige, and G. F. West. Also present was Mr. B. L. Burnell.

REVISSED SUPERANNUATION PLAN

At this time, His Worship the Mayor called upon Mr. B. L. Burnell to outline the provisions of the revised Superannuation Plan for City employees.

Mr. Burnell briefly pointed out the various benefits arising from the revised Superannuation Plan.

His Worship then asked if any person present wished to address Council on this matter.

Mr. C. Kelly then spoke to Council and mentioned the fact that the pre-1951 employees would stand to lose benefits the way the plan was presently written as it pertained to supplementary grants.

He suggested that consideration of the plan be deferred so that an opportunity would be afforded the members to further review the same.

Council,
January 31, 1966.

Mr. J. Ross then addressed Council on this matter and requested deferment for a year and, in the meantime, that a further study be undertaken which would result in a better plan for all concerned.

Mr. E. Robichaud then addressed Council in connection with the pre-1951 employees. He, too, suggested consideration of the plan be deferred for further study.

It was then suggested that Mr. Burnell meet with the various employee groups to discuss the different points raised.

MOVED by Alderman Meagher, seconded by Alderman Connolly, that a meeting be held at which time all employees would be present with Mr. Burnell to discuss the Superannuation Plan further and that such meeting be held in the Police Gymnasium.

The Alderman Matheson suggested that the various employee groups meet with the Special Committee with Mr. Burnell in attendance, before the next regular meeting of City Council.

MOVED in amendment, by Alderman LeBlanc, seconded by Alderman H. W. Butler, that the various employee groups meet with the Advisory Committee and Special Committee with Mr. Burnell in attendance. Amendment passed.

The motion, as amended, was then put and passed.

Meeting adjourned. 10.50 p.m.

C. A. VAUGHAN,
MAYOR AND CHAIRMAN.

R. H. Stoddard,
City Clerk.

CITY COUNCIL MINUTES
SPECIAL MEETING

Committee of the Whole,
February 3, 1966.

Page 36 - Account No. 2-50-306 Clothing

Council Chamber,
City Hall,
Halifax, N. S.,
February 3, 1966,
4:20 p.m.

MOVED by Alderman Trainor, seconded by Alderman Black, that the sum of \$1,500, allocated for Semi-Professional Staff, be deleted from the 1966 Current Budget. Matheson and O'Brien voting against.

After the meeting was called to order, the members of Council, led by the City Clerk, joined in reciting the Lord's Prayer.

Page 36 - Those present were His Worship the Mayor, Chairman; and Aldermen Black, Moir, Meagher, A. M. Butler, LeBlanc, Trainor, O'Brien and H. W. Butler.

Also present were Messrs. P. F. C. Byars, D. F. Murphy, V. W. Mitchell, J. L. Leitch, J. F. Thomson, R. B. Grant, G. F. West, G. H. Brundige, A. P. Flynn, R. H. Stoddard, H. K. Randall and Dr. E. M. Fogo.

The meeting was called specially to continue consideration of the 1966 Current Budget.

MOVED by Alderman LeBlanc, seconded by Alderman Black, that Council adjourn and meet as a Committee of the Whole. Motion passed.

4:25 p.m. Council met as a Committee of the Whole.

Alderman Richard arrived.

GENERAL GOVERNMENT - GRANTS (Page 24) Approved

GENERAL GOVERNMENT - SUPERANNUATIONS (Page 25) Approved

POLICE DEPARTMENT

Page 34 - Account No. 2-50-1 Salaries

It was agreed to delete \$6,130 from this account because of unfilled positions.

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Page 36 - Account No. 2-50-206 Clothing

MOVED by Alderman Trainor, seconded by Alderman Black, that the sum of \$1,500, allocated for Semi-Uniforms, Female City Staff, be deleted from this account. Motion passed with Aldermen A. M. Butler, Matheson and O'Brien voting against.

It was agreed to increase this account by the sum of \$3,000 to cover the increase in the cost of uniform clothing which resulted from the recent tender call.

Page 36 - Account No. 2-50-216 Photography

MOVED by Alderman Trainor, seconded by Alderman Meagher, that the sum of \$570, allocated for a Camera, be deleted from this account. The motion was put and resulted in a tie vote. His Worship the Mayor cast his vote in favor of the motion and declared it passed.

Page 38 - Account No. 2-50-450 Office Furniture and Equipment

MOVED by Alderman H. W. Butler, seconded by Alderman Trainor, that the proposed purchase of 32 filing cabinets for which funds are provided in the overall budget, be deleted.

The City Manager pointed out that the additional filing cabinets are necessary because of the increase of files and the fact that under the City Charter, records may be disposed of only after the City Solicitor has given his approval. He felt that this was a very time consuming task for the City Solicitor and time just has not been available.

Alderman Black suggested that some change be made in the City Charter to provide that the head of the Departments should recommend disposal of records to the City Manager and then after his approval, they be destroyed.

\$1,000 to cover the increase in the cost of uniform clothing.

Alderman Richard suggested that the purchase of filing cabinets be deferred until it is determined whether or not the microfilming of documents and records would comply with the City Charter.

MOVED in amendment by Alderman O'Brien, seconded by Alderman Matheson, that the proposed purchase of 32 filing cabinets in the overall budget, be reduced to 22. Motion passed with Aldermen Trainor and H. W. Butler voting against the motion.

MOVED by Alderman Matheson, seconded by Alderman Black, that consideration of the purchase of typewriters and adding machines in the overall budget be deferred until a report is submitted from the City Manager containing the number of typewriters and adding machines on inventory at the present time so that the percentage of replacement each year may be known.

It was agreed to delete \$2,000 from the overall budget for filing cabinets.

Page 38 - Account No. 2-50-452 - Motor Equipment

MOVED by Alderman Trainor, seconded by Alderman Meagher, that this account be reduced by \$1,000. Motion passed.

Alderman Trainor suggested that one block tender call be prepared for all cars being purchased by the City Departments in 1966.

It was agreed to approve the Police Department Budget as amended.

MAGISTRATES COURT (Page 40)

Approved

FIRE DEPARTMENT

Page 42 - Account No. 2-52-206 - Uniform Clothing

It was agreed to increase this account by the sum of \$1,000 to cover the increase in the cost of uniform clothing which

resulted from the recent tender call.

Page 42 - Account No. 2-52-451 - Current Special Items

MOVED by Alderman Matheson, seconded by Alderman Trainor, that (1) \$15,000, allocated for improvement in the training program, be deleted from the current budget; (2) the training program improvements be considered as a capital expenditure; and (3) the Fire Chief be requested to bring forth a detailed report on the training project proposal. Motion passed.

MOVED by Alderman Trainor, seconded by Alderman Meagher, that (1) \$1,000, allocated for the purchase of office furniture be deleted; (2) purchase of same be deferred until the new fire station has been built; (3) the sum of \$1,000 for the purchase of office furniture be capitalized and added to the cost of the new hall. Motion passed.

Page 42 - Account No. 2-52-51 - Lighting

It was agreed to increase this account by \$355.

It was then agreed to approve the Fire Department Budget, as amended.

FIRE ALARM DEPARTMENT (Page 45) Approved

PROTECTION TO PERSONS AND PROPERTY
CITY PROPERTY - FIRE ALARM (Page 47) Approved

PROTECTION TO PERSONS AND PROPERTY
CITY PROPERTY - POLICE STATION (Page 49) Approved

PROTECTION TO PERSONS AND PROPERTY
WIRING INSPECTION (Page 51) Approved

PROTECTION TO PERSONS AND PROPERTY
BUILDING INSPECTION

Page 53 - Account No. 2-61-1 - Salaries

It was agreed to delete the sum of \$1,000 from this account because of unfilled positions.

MOVED by Alderman O'Brien, seconded by Alderman Trainor,

Committee of the Whole,
February 3, 1966.

that the budget, as amended, be approved. Motion passed.

PROTECTION TO PERSONS AND PROPERTY
PLUMBING INSPECTION (Page 55) Approved.

PROTECTION TO PERSONS AND PROPERTY
STREET LIGHTING (Page 57) Approved.

TRAFFIC ENGINEERING - DEVELOPMENT DEPARTMENT

Page 59 - Account No. 2-64-1 Salaries

It was agreed to delete \$600. from this account because of unfilled positions.

The budget was approved, as amended.

PROTECTION TO PERSONS AND PROPERTY
TRAFFIC LIGHTS (Page 61) Approved.

PROTECTION TO PERSONS AND PROPERTY
TRAFFIC MARKINGS AND TRAFFIC SIGNS

Page 63 - Account No. 2-67-202 - Sundries

MOVED by Alderman Meagher, seconded by Alderman H. W. Butler, that \$1,475. be deleted from this account.

The motion was put and resulted in a tie vote. His Worship cast his vote against the motion and declared it lost.

6:05 p.m. Meeting adjourned.

7:00 p.m. Meeting reconvened, the following members being present: His Worship the Mayor, Chairman; Aldermen Black, Moir, Meagher, A. M. Butler, LeBlanc, Trainor, O'Brien, H. W. Butler and Connolly.

PROTECTION TO PERSONS AND PROPERTY - SUNDRIES (Page 64) Approved

PROTECTION TO PERSONS AND PROPERTY - GRANTS (Page 65) Approved

PUBLIC WORKS

General Administration

Page 67 - Account No. 3-100-1 Salaries

The City Manager recommended that \$8,000 be deleted from this account.

MOVED by Alderman Meagher, seconded by Alderman H. W. Butler, that \$10,000 be deleted from this account. The motion was put and resulted in a tie vote. His Worship the Mayor cast his vote in favor of the motion and declared it passed.

Alderman Trainor requested that the City Manager submit a report including a list of the civic employees who have their residence telephone bills paid by the City.

MOVED by Alderman Connolly, seconded by Alderman Trainor, that the Budget, as amended, be approved. Motion passed.

CITY PROPERTY - CITY FIELD (Page 69) Approved.

MISCELLANEOUS - CITY PROPERTY (Page 71) Approved.

CITY PROPERTY - QUONSET HUT (Page 73) Approved.

SURVEYING AND DRAFTING (Page 75) Approved.

STREETS

Page 77 - Account No. 3-108

MOVED by Alderman Trainor, seconded by Alderman Meagher, that the appropriation for Repairs, Dirt, Sidewalks be cut by \$5,000. The motion was put and lost, three voting in favor and seven against.

MOVED by Alderman Matheson, seconded by Alderman Moir, that the appropriation for Repairs - Dirt Sidewalks be cut by \$4,000. The motion was put and passed with Alderman Black voting against.

Alderman Connolly requested that "skotch lite" tape be placed on the barricade across the end of Ralston Avenue so that motorists may more easily see the barricade at night.

The budget was approved, as amended.

Alderman Richard returned.

Snow and Ice Control

Page 82 - Account No. 3-109

MOVED by Alderman Black, seconded by Alderman H. W. Butler, that \$50,000 be cut from this budget. Motion passed.

Alderman O'Brien suggested that the figures for the cost of snow removal in the County be ascertained so that comparisons with the City's costs can be made.

MOVED by Alderman Matheson, seconded by Alderman Moir, that \$8,000 be included in the 1966 Budget for the sidewalk snow removal experiment.

The motion was put and lost, four voting in favor and seven against.

Alderman Matheson suggested that standard width of plowing streets in residential areas be reduced.

The budget, as amended, was approved.

Equipment Maintenance

Alderman LeBlanc suggested that tenders be called for motor vehicle insurance.

The City Manager suggested that a broker be appointed on the condition that he shares all the insurance with everybody who is an insurance agent in the City.

Alderman Matheson suggested an enquiry of the Provincial Government's way of handling insurance of their motor vehicles.

It was agreed to approve the budget, as submitted.

New Equipment

Page 85-86 - Account No. 3-114-452

The City Manager informed the Committee that the cost

figures, \$28,800 for 2 Van-Type $\frac{1}{2}$ Ton Trucks should have read \$14,400.

MOVED by Alderman Trainor, seconded by Alderman H. W. Butler, that \$16,800 be deleted from this account -- the breakdown to be as follows:

- (a) \$7,200 for a Truck with a rack body be reduced to \$5,200;
- (b) \$14,400 for two Van-Type $\frac{1}{2}$ Ton Trucks be reduced to \$5,200;
- (c) \$25,200 for three Standard Dump Trucks be reduced to \$21,600;
- (d) \$6,000 for one Farm Tractor be reduced to \$4,800;
- (e) \$3,800 for one Standard Sedan Car be reduced to \$3,000.

Motion passed.

Alderman O'Brien requested that the City Manager report to Council the amount of the trade-in value given for the 1955 $\frac{1}{2}$ Ton Dodge Trucks when purchase of replacements is made.

The Budget, as amended, was approved.

SANITATION AND WASTE REMOVAL

City Property - Chlorination Plant (Page 91) Approved.

City Property - Sewage Pumping Station (Page 93) Approved.

Retention Tank - Fairfield Road

Page 94 - Account No. 4-153

MOVED by Alderman Trainor, seconded by Alderman Matheson, that \$2,000 be deleted from this budget in view of the fact that the tank will not be in operation for a few months.

Motion passed.

The budget, as amended, was approved.

Incinerator (Page 96) Approved.

Committee of the Whole,
February 3, 1966.

Refuse Collection (Page 98)

Approved.

Alderman Trainor suggested that an extra garbage truck sitting idle at City Field be sold.

It was agreed that the City Manager submit a report on the matter before closing of the Budget.

Incineration (Page 100)

Account No. 4-156-52

MOVED by Alderman H. W. Butler, seconded by Alderman Black, that \$2,000 be deleted from this account. Motion passed.

Account No. 4-156-13

MOVED by Alderman Trainor, seconded by Alderman A. M. Butler, that \$5,000 be deleted from this account. Motion passed.

It was agreed to approve the budget, as amended.

City Dump (Page 102)

Approved.

Street Cleaning (Page 104)

Approved.

Cleaning Catchpits (page 106)

Approved.

Sewers (Page 108)

Approved.

HEALTH

PUBLIC HEALTH & HEALTH CENTRE (Page 110 & 102) Approved.

Alderman Trainor retired.

Alderman O'Brien suggested a procedure whereby Department Heads make a sort of annual report on their Department to one of the standing committees.

HALIFAX MENTAL HOSPITAL (Page 114)

Alderman O'Brien gave a lengthy explanation on the take over of the costs of the Mental Hospital by the Provincial authorities.

Committee of the Whole,
February 3, 1966.

His Worship the Mayor referred to the Province's taxing each municipality \$1.00 per capita which goes into the funds and is divided back into the hospitals in accordance with the number of per patient days and he asked if the Mental Hospital and similar ones in the Province qualify. 117) Approved.

Social Welfare The City Manager said he didn't believe the Mental Hospital does qualify, but now that the Hospital comes under the Nova Scotia Hospital Insurance Commission, should it not qualify for a share of the \$1.00 per day.

His Worship the Mayor pointed out that the fund is administered by the Province and not by the Nova Scotia Hospital Insurance Commission.

It was agreed to defer this budget until a later meeting when Dr. Tainsh would be present.

Health - Sundries (Page 115) Approved.

Health - Grants (Page 116)

His Worship the Mayor submitted a request from the V.O.N. for an increase of \$5,000.00 in their grant.

Alderman Meagher suggested the letter be referred to the Grants Committee.

Alderman O'Brien said he would like to see a copy of the request and all similar requests of organizations in the Health field passed over to the Commissioner of Health and that he submit a report on how the service fits in with City services and whether or not he sees a need of the services provided by the organization and an increase in the grant from the City's point of view. He suggested the Commissioner submit such a report to the Grants Committee for a guide.

It was also suggested that figures of their request of the City of Dartmouth and the County of Halifax be included as well as the amount received through the United Appeal campaign.

It was agreed that action on the Grants be deferred.

Health Grants 310J (Page 117) Approved.

Social Welfare (Page 119) Approved.

It was agreed that His Worship the Mayor approach the Minister of Health of the Province for a retroactive payment on last year's welfare account for a portion of the year and report back before February 28, 1966.

Alderman Matheson suggested increasing efforts to rehabilitate people who are on welfare in the hope of decreasing welfare costs.

9:55 p.m. Council reconvened, the same members being present.

The Committee of the Whole reported progress in its consideration of the 1966 Budget.

HEADLINES

1966 Budget

77A.
75
CHARLES A. VAUGHAN
MAYOR AND CHAIRMAN.

R. H. STODDARD,
CITY CLERK.

SPECIAL CITY COUNCIL
MINUTES

Committee of the Whole
Feb. 11, 1966.

implementation of Recommendation #s 1 and
"Executive Management" (Recommendation #s
below) and that Council authorize expenditure of \$7,500
Council Chamber,
City Hall,
Halifax, N. S.,
Feb. 11, 1966,
7:10 p.m.

A special meeting of the City Council was held on the
above date.

After the meeting was called to order, the members of
Council attending, led by the City Clerk, joined in reciting the
Lord's Prayer.

There were present Mayor Charles A. Vaughan, Chairman;
Aldermen Abbott, Moir, Matheson, Meagher, A. M. Butler, Trainor,
O'Brien and H. W. Butler.

Also present were Messrs. P. F. C. Byars, D. F. Murphy,
R. H. Stoddard, H. K. Randall, V. W. Mitchell and G. H. Brundige
of City Staff and Messrs. G. Currie and D. McNair of Urwick
Currie Limited.

The meeting was called specially to consider "The
Governing Structure" chapter of the Urwick Currie Report.

MOVED by Alderman Moir, seconded by Alderman A. M.
Butler, that Council convene as a Committee of the Whole Council.
Motion passed.

7:15 p.m. Council convened as a Committee of the Whole.

MOVED by Alderman Trainor, seconded by Alderman O'Brien,
that, as recommended by the Implementation Committee at its meet-
ing held February 11, 1966, the entire confidential appraisal
section of the Urwick Currie Report be made available by Urwick
Currie Limited to the City Manager. Motion passed.

MOVED by Alderman Matheson, seconded by Alderman O'Brien,
that, as recommended by the Implementation Committee at its meet-
ing held February 11, 1966, an immediate start be made on the

implementation of Recommendation #'s 1 and 2 under the heading "Executive Management" (Recommendation #'s 1 and 2 are set out below) and that Council authorize expenditures up to \$7,500 to carry out the necessary work until Staff is able to take over this responsibility.

1. Institute a program to develop and publish an organization manual, complete with a chart and related position descriptions. This program to be completed within one year.
2. Formulate a training policy and develop a training program to meet the collective and individual needs of managers and supervisors. (This program must emphasize the processes of management and the use of modern management techniques). To implement this program it will be necessary to create the post of Training Officer and add this position to the City Manager's staff."

Motion passed.

The Committee then began with the recommendations under the heading "The Governing Structure".

Recommendation No. 1

- "1. Eliminate five standing committees and replace them with an Executive Committee."

At the request of the Committee, Mr. Currie spoke at length in support of the recommendation.

Alderman Richard arrived.

Alderman O'Brien asked if it is not possible that a City of 100 to 150,000 can operate the Council-Manager System as in Windsor, Ontario using not an Executive Committee but a Manager with the kind of authority that was originally foreseen and is embedded in parts of the City Charter and not in other parts with the power being equalized among members of the Council by the Standing Committee work being done as Committee of the Whole as the one major Committee rather than the Executive

Committee which unequalizes power. He questioned whether or not this does not give an opportunity in the cities that can do it to have good communication among the Aldermen, less overlap of Committee work and referring back from one Committee to another and so on. He suggested this be an alternative which is a possible answer for a City the size of Halifax.

Mr. Currie said consideration had been given to using the Committee of the Whole to perform the function which is called the Executive Committee function in their report, but the one disadvantage is its size.

Alderman Black arrived.

MOVED by Alderman Matheson, seconded by Alderman Meagher, that no action be taken on Recommendation #1. Motion passed with Alderman Black abstaining in view of his not being present for the entire discussion.

MOVED by Alderman Matheson, that the Governing Structure be altered to the extent of abolishing the Finance and Executive Committee and that matters which now have to be referred by other standing Committees of Council to the Finance and Executive Committee and matters which are within the exclusive jurisdiction of the Finance and Executive Committee be dealt with by the Committee of the Whole Council instead.

There was no seconder to the motion.

It was agreed to defer the decision making process until a later date.

Recommendation No. 2

"2. Constitute a separate board to process and render decisions on requests for modification to zoning by-laws."

Deferred for a report which is being prepared by the

City Solicitor on the Zoning By-Law.

Recommendation No. 3

- "3. Have senior staff, excepting the City Manager and the City Solicitor, on call only for Committee meetings."

Agreed.

Recommendation No. 4

- "4. Encourage aldermen to do more "Homework" prior to meetings."

It was agreed that Aldermen take note of the recommendation, but no action be taken.

Recommendation No. 5

- "5. Do not place items on the agenda unless supporting material is available for consideration."

It was agreed that such items be carried on agendas and that a notation to the effect that the requested report is not available, etc. be made on the agenda.

Recommendation No. 6

- "6. Dissolve the Development Committee."

Agreed.

Recommendation No. 7

- "7. Reduce the number of aldermen on the Tourist and Convention Committee, the Halifax Mental Hospital Board of Management, the Basinview Home Board of Management, Halifax Convalescent Hospital Board of Management and the Halifax City Prison Board of Management."

MOVED by Alderman Matheson, seconded by Alderman Moir, that His Worship the Mayor submit a report making a recommendation respecting the membership of the Committees and Boards mentioned and any other Boards or Committees he deems should be changed. Motion passed.

Recommendation No. 8

- "8. Transfer responsibility for recreational activities to

Committee of the Whole,
February 11, 1966.

the Health & Welfare Department and the maintenance of recreational equipment and properties to City Field, but continue to have the Recreation and Playground Commission as an Advisory Board."

Recommend MOVED by Alderman Meagher, seconded by Alderman H. W. Butler, that the directing body and operating body of the Recreation Commission be retained in its present state.

The City Manager was of the opinion that the responsibility of Recreational activities should not be transferred to the Commissioner of Public Health and Welfare. He felt the Recreational Program warrants the full attention of an individual.

MOVED by Alderman Matheson, seconded by Alderman O'Brien that the recommendation - "that the maintenance of recreational equipment and properties be transferred to City Field" be referred to the Implementation Committee. Motion passed.

MOVED by Alderman Moir, that no action be taken on the first and last section of Recommendation #8 and all of #9.

There was no seconder to the motion.

The original motion was put and passed unanimously.

Recommendation No. 9

"9. Change the Point Pleasant Park Board to an advisory board and transfer responsibility for maintaining the park to City Field."

MOVED by Alderman Black, seconded by Alderman Richard, that the Implementation Committee accept the recommendation of the consultants "that a further examination of the activities of the operation of Point Pleasant Park be made to determine if cost savings can be achieved by transferring the activities to the Works Department". Motion passed.

Recommendation No. 10

"10. Carry out a marketing study to determine ways of

increasing utilization of the Forum properties in order to increase the net revenue of this facility."

It was agreed that no action be taken on this matter.

Recommendation No. 11

"11. Clarify responsibility for operations of Basinview Home, Halifax Convalescent Hospital and Halifax City Prison."

It was agreed that no action be taken on this matter.

Recommendation No. 12

"12. Consider the advisability of holding committee meetings in private to promote better communications between aldermen and staff and to foster an atmosphere more conducive to open and frank discussion."

MOVED by Alderman Abbott, seconded by Alderman Meagher, that no action be taken on this recommendation.

Alderman A. M. Butler suggested that meetings of the Implementation Committee should be open to the members of Council and to the Press except when personalities are being discussed.

Alderman O'Brien advocated that when ad hoc committees are appointed there should be an immediate understanding by Council that the Committees either should or should not meet in private.

It was unanimously agreed that any Alderman is always permitted to attend any Committee meeting whether or not he is a member.

Alderman Matheson suggested that more communication with Staff may be achieved through another sort of activity other than public committee meetings.

MOVED in amendment by Alderman Black, seconded by Alderman H. W. Butler, that this recommendation be referred to the Implementation Committee for consideration.

Committee of the Whole,
February 11, 1966.

Alderman A. M. Butler strongly urged that all Committee meetings except those in which personalities are discussed should be held in public.

Alderman O'Brien favored the amendment, but he felt dubious about the recommendation in its present form. He thought it possible for some Committees of the Council, perhaps the Implementation Committee or some other Committee to work out the problems there are in this area and a possible line of solution which would be a compromise with all public business still being done in public. He suggested a list be compiled of the type of items which could be dealt with in private.

The amendment was put and passed as follows:

For the amendment: Aldermen Black, Moir, Matheson,
Trainer, Richard and O'Brien - 6 -

Against it: Aldermen Abbott, A. M. Butler, Meagher
and H. W. Butler - 4 -

9:20 Council reconvened, the same members being present.

The following recommendations were submitted by the Committee of the Whole Council:

MOVED by Alderman O'Brien, seconded by Alderman Matheson, that, as recommended by the Committee of the Whole Council, an immediate start be made on the implementation of Recommendation #'s 1 and 2 under the heading "Executive Management" and that Council authorize expenditures up to \$7,500. to carry out the necessary work until Staff is able to take over this responsibility. Motion passed.

MOVED by Alderman O'Brien, seconded by Alderman Trainer, that, as recommended by the Committee of the Whole Council, the entire confidential appraisal section of the Urwick Currie Report

SPECIAL CITY COUNCIL
MINUTES

Council,
February 11, 1966.

be made available by Urwick Currie Limited to the City Manager.

Motion passed.

It was agreed that a report of the other recommendations of the Committee of the Whole Council be submitted at the next meeting of the City Council.

Meeting adjourned 9:25 p.m.

Headlines

Urwick Currie Report

Confidential Appraisal Section	98
Executive Management Section	98
The Governing Structure Section	93

Also present were Messrs. P.P.C. Boyd, D. J. Murphy, J. L.

Leitch, G. F. West, H. P. Brennan, R. H. Stoddard and Mr. P. McWeaney.

The meeting was called specially to consider the 1966

Current Budget.

Charles A. Vaughan,
MAYOR AND CHAIRMAN.

Alderman Abbott asked the City Manager if a bank, pastry shop, dry cleaning establishment and restaurant is being provided in the Park Victoria Apartment building on South Park Street and to report back to Council.

MOVED by Alderman Abbott, seconded by Alderman Blair, that Council adjourn and meet as a Committee of the Whole. Motion passed.

4.12 p.m. Council met as a Committee of the Whole.

Alderman Trainer arrived at 4.12 p.m.

BOARD OF SCHOOL COMMISSIONERS

The City Manager advised that he had received a letter from the Secretary of the School Board requesting that an amount of \$130,000.00 be added to the budget for Teachers' Salaries.

In answer to a question from the Mayor, Mr. D. Driscoll advised that a new boiler is to be installed at Ardmore School. He also pointed out the difficulty encountered at the various schools,

Record

SPECIAL CITY COUNCIL
MINUTES

Committee of the Whole,
February 14, 1966.

Council Chamber,
City Hall,
Halifax, N. S.,
February 14, 1966,
4.10 p.m.

A special meeting of the City Council was held on the above date.

After the meeting was called to order, the members of Council, led by the City Clerk, joined in reciting the Lord's Prayer.

There were present His Worship Mayor C. A. Vaughan, Chairman; Aldermen Abbott, Moir, Matheson, A. M. Butler, Meagher, Richard, O'Brien and H. W. Butler.

Also present were Messrs. P.F.C. Byars, D. F. Murphy, J. L. Leitch, G. F. West, H. P. Brennan, R. H. Stoddard and Mrs. F. McSweeney.

The meeting was called specially to consider the 1966 Current Budget.

Alderman Abbott asked the City Manager to ascertain if a bank, pastry shop, dry cleaning establishment and restaurant is being provided in the Park Victoria Apartment building on South Park Street and to report back to Council.

MOVED by Alderman Abbott, seconded by Alderman Moir, that Council adjourn and meet as a Committee of the Whole. Motion passed.

4.12 p.m. Council met as a Committee of the Whole.

Alderman Trainor arrived at 4.12 p.m.

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The City Manager advised that he had received a letter from the Secretary of the School Board requesting that an amount of \$130,000.00 be added to the Budget for Teachers' Salaries.

In answer to a question from the Mayor, Mr. D. Driscoll advised that a new boiler is to be installed at Ardmore School. He also pointed out the difficulty encountered at the various schools,