

Executive Standing Committee  
MINUTES

October 22, 2012

PRESENT:

Mayor Peter Kelly

Councillors:

Linda Mosher, Vice Chair  
Deputy Mayor Bill Karsten  
Russell Walker  
Reg Rankin  
Steve Streach

REGRETS:

Councillor Sloane  
Councillor Johns  
Councillor Smith

STAFF:

Ms. Marian Tyson, Acting Director of Legal Services  
Mr. Richard Butts, Chief Administrative Officer  
Mr. Matt Godwin, Legislative Assistant

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**1. CALL TO ORDER**

Mayor Kelly called the meeting to order at 10:10a.m. in the Dartmouth Council Chamber, 90 Alderney Drive.

**2. APPROVAL OF MINUTES – August 8, 2012**

**MOVED** by Deputy Mayor Karsten, seconded by Councillor Streach that the minutes of August 8, 2012 be approved as presented. **MOTION PUT AND PASSED.**

**3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS**

**MOVED** by Deputy Mayor Karsten, seconded by Councillor Rankin that the agenda be accepted as presented. **MOTION PUT AND PASSED.**

**4. BUSINESS ARISING OUT OF THE MINUTES - NONE**

**5. CONSIDERATION OF DEFERRED BUSINESS – August 8, 2012**

**5.1 Reporting Structure for Human Resources, Fire Services and Halifax Libraries**

The motion, deferred from the August 8, 2012 Executive Standing Committee was before the members.

**MOVED** by Deputy Mayor Karsten, seconded by Councillor Mosher that Halifax Regional Council amend the Terms of Reference for the Executive Standing Committee and the Audit and Finance Standing Committee to reflect that:

- 1. Human Resources and Fire Services fall under the purview of Executive Standing Committee and that they report to the Committee on a semi-annual basis on key factors in the organization including but not limited to health and safety, absenteeism, overtime, grievance issues, and best practices; and**
- 2. That Halifax Libraries fall under the purview of the Audit and Finance Standing Committee.**

**MOTION PUT AND PASSED.**

**6. CORRESPONDENCE, PETITIONS & DELEGATIONS**

**6.1 Correspondence – NONE**

**6.2 Petitions - NONE**

**6.3 Presentation – NONE**

**7. REPORTS**

**7.1 CAO 2nd Quarter Update**

The CAO's 2<sup>nd</sup> Quarter Update was before the committee.

The CAO responded to questions from Councillors.

Councillor Walker requested more detail on the expectation for Councillor attendance at the orientation program for the new Council. Mr. Butts advised the program is based on individual needs and his office will coordinate with the new Mayor to determine how he wants to proceed with Council orientation.

In order to provide further clarification, the CAO will distribute to the committee a coloured version of the CAO Performance Planning and Review document.

Councillor Mosher requested a briefing note be provided on the 311 Call Centre in addition to the organization of a visit and tour of the centre.

Councillor Mosher also questioned the CAO on the status of the Cogswell Interchange. The CAO advised on the ongoing process and emphasized staff are in the process of evaluating all options.

**MOVED by Councillor Walker, seconded by Councillor Streach that the Executive Standing Committee receive the CAO's 2<sup>nd</sup> Quarter Update. MOTION PUT AND PASSED.**

**8. ADDED ITEMS – NONE**

**9. IN CAMERA**

**MOVED by Councillor Streach, seconded by Councillor Mosher that the Committee convene In Camera, as required, to consider the following matters. MOTION PUT AND PASSED.**

**9.1 In Camera Minutes – August 8, 2012**

This matter was dealt with In Camera.

**9.2 Personnel**

This matter was dealt with In Camera.

October 22, 2012

**10. NEXT MEETING DATE – November 26, 2012**

**11. ADJOURNMENT**

The meeting was adjourned at 10:44am.

Matt Godwin  
Legislative Assistant