



**EXECUTIVE STANDING COMMITTEE
MINUTES
January 26, 2015**

PRESENT: Mayor Mike Savage, Chair
Deputy Mayor Lorelei Nicoll, Vice Chair
Councillor Bill Karsten
Councillor Jennifer Watts
Councillor Russell Walker
Councillor Steve Craig

REGRETS: Councillor Linda Mosher

OTHERS PRESENT: Councillor Matt Whitman

STAFF: Mr. John Traves, Director of Legal Services
Ms. Cathy Mellett, Municipal Clerk
Ms. Krista Vining, Legislative Assistant

The following does not represent a verbatim record of the proceedings of this meeting.

The agenda, supporting documents, and information items circulated to the Executive Standing Committee are available online: <http://www.halifax.ca/boardscom/SCadmin/ESC150126agenda.php>

The meeting was called to order at 10:00 a.m., and recessed at 10:46 a.m. to convene into an In Camera session. The Standing Committee reconvened at 11:06 a.m., and adjourned at 11:07 a.m.

1. CALL TO ORDER

The Chair called the meeting to order at 10:00 a.m.

ELECTION OF VICE CHAIR

The Chair called for nomination of Vice Chair for the Executive Standing Committee.

MOVED by Councillor Watts, seconded by Councillor Karsten that Deputy Mayor Lorelei Nicoll be nominated Vice Chair.

MOVED by Councillor Craig, seconded by Councillor Karsten that Councillor Russell Walker be nominated as Vice Chair.

A vote was taken by way of secret ballot. The Chair declared Deputy Mayor Nicoll Vice Chair of the Executive Standing Committee for 2015.

2. APPROVAL OF MINUTES – December 15, 2014

MOVED by Deputy Mayor Nicoll, seconded by Councillor Craig that the minutes of December 15, 2014 be approved as presented.

Staff responded to a question clarification noting that what was requested by motion of December 15, 2014 is a staff report to review and confirm if the provisions of By-law E-100 *Respecting of a Prompt and Coordinated Response to an Emergency* are being followed or if there are any matters that the Executive Committee, in accordance with their mandate in regard to EMO, needs to consider.

MOTION PUT AND PASSED.

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

Addition:

In Camera

11.2.2 Update re: Board of Police Commissioners

In response to a request made by Councillor Craig for an update on Halifax Regional Water Commission governance, it was suggested that he provide a Notice of Motion. Subsequent to this, in discussion with staff, Councillor Craig identified that a Notice of Motion was not needed at this time.

Councillor Karsten asked to have a discussion on the AdHoc Committee for the CAO Review at the next meeting, to which the Standing Committee agreed.

Councillor Craig requested an update on the Halifax Water Commission Governance review at the next meeting, to which the Standing Committee agreed.

MOVED by Councillor Walker, seconded by Deputy Mayor Nicoll that the agenda be approved, as amended. MOTION PUT AND PASSED.

4. BUSINESS ARISING OUT OF THE MINUTES – NONE

5. MOTIONS OF RECONSIDERATION – NONE

6. MOTIONS OF RESCISSION – NONE
7. CONSIDERATION OF DEFERRED BUSINESS – NONE

8. CORRESPONDENCE, PETITIONS & DELEGATIONS
8.1 Correspondence – None
8.2 Petitions – None
8.3 Presentation – None

9. REPORTS/DISCUSSION

9.1 STAFF

9.1.1 Bi Annual Workforce Report

The following was before the Standing Committee:

- A staff information report dated January 7, 2015
- A copy of the staff presentation

Ms. Cathi Mullally, Director of Human Resources delivered a presentation entitled: HRM Workforce Report to the Standing Committee. Ms. Helga Wolf-Billard, Manager, Corporate Safety reported on health and safety in regard to the HRM Workers Compensation Board (WCB) classification reports for administration, recreation and bus transportation. Ms. Wolf-Billard noted a correction to presentation slide 14 entitled: WCB Claims – HRM Rates, clarifying at the administration premiums increased by \$32,000 not \$24,000.

The Standing Committee entered into a discussion with staff responding to questions of clarification. Additional requests for information in future reporting were made as follows:

- The inclusion of the Auditor General's business unit in the data provided
- Provide a breakdown of the distribution by age group within each business unit
- Identify annual trends of attendance
- The inclusion of a quarter over quarter/year over year comparison for Workforce Profiles
- Identify percentages of active versus inactive employees per business unit
- Identify what preventative educational work is being done to track trends in the number of grievances and types of injuries filed (e.g. include as a notation)
- Outline the composition and mandate of the Attendance Management Committee

Councillor Karsten asked staff to clarify the total number Fire & Emergency employees, noting that the staff presentation identifies 476 employees (active and inactive), and the staff supplementary information report dated January 19, 2015 to Regional Council identifies 406 FTE firefighters. Deputy Fire Chief Brian Gray clarified that the 406 FTE firefighters refers to the operational employees and not the full complement of staffing. He explained that the operational employees are the firefighters and officers within the stations.

It was noted that the staff information report dated January 7, 2015 will be forwarded to all members of Council for their information and is available on the public agenda.

10. MOTIONS – NONE

11. IN CAMERA

Council may rise and go into a private In Camera session, in accordance with Section 19 of the Halifax Regional Municipality Charter, for the purpose of dealing with the following:

11.1 Minutes – December 15, 2014

MOVED by Councillor Walker, seconded by Councillor Craig that the In Camera minutes of December 15, 2014 be approved as presented. MOTION PUT AND PASSED.

11.2 Personnel Matter

A matter pertaining to a personnel matter about an identifiable individual/individuals or body with whom the municipality has a direct interest.

MOVED by Councillor Walker, seconded by Councillor Craig to convene into In Camera to address personnel matters. MOTION PUT AND PASSED.

The Standing Committee recessed at 10:46 a.m. to convene into In Camera.
The Standing Committee reconvened at 11:06 a.m.

11.2.1 2015 Volunteer Award Recipients

This matter was addressed during the In Camera session and ratified in the public session as follows:

MOVED by Deputy Mayor Nicoll, seconded by Councillor Karsten that the Executive Standing Committee recommend that Halifax Regional Council:

- 1. Approve the individual Adult and Youth award recipients; including ten volunteers, to attend the Provincial Volunteer Awards and Halifax Regional Municipality's (HRM) 2015 Volunteer of the Year Awards (Attachment A of the private and confidential staff report dated January 13, 2015);**
- 2. Approve Community Group award recipients in two categories (Attachment B of the private and confidential staff report dated January 13, 2015); and**
- 3. Not release the private and confidential staff report dated January 13, 2015 to the public until the 2015 Halifax Regional Municipality's (HRM) Volunteer Awards Ceremony on April 8, 2015.**

MOTION PUT AND PASSED.

11.2.2 Update re: Board of Police Commissioners

This matter was addressed during the In Camera session.

12. ADDED ITEMS – NONE

13. NOTICES OF MOTION – NONE

14. DATE OF NEXT MEETING – Monday, February 23, 2015, 10:00 a.m., Council Chambers, City Hall

15. ADJOURNMENT

The meeting was adjourned at 11:07 a.m.

Cathy Mellett
Municipal Clerk