



**EXECUTIVE STANDING COMMITTEE  
DRAFT MINUTES  
June 17, 2024**

PRESENT: Mayor Mike Savage, Chair  
Deputy Mayor Cathy Deagle Gammon, Vice Chair  
Councillor David Hendsbee  
Councillor Tony Mancini  
Councillor Waye Mason  
Councillor Patty Cuttell  
Councillor Paul Russell

OTHERS PRESENT: Councillor Trish Purdy  
Councillor Iona Stoddard  
Councillor Pam Lovelace

STAFF: Cathie O'Toole, Chief Administrative Officer  
John Traves, K.C., CD, Executive Director of Legal & Legislative  
Services/Municipal Solicitor/Chief Governance Officer  
Catie Campbell, Legislative Assistant

*These minutes are considered draft and will require approval by Executive Standing Committee at a future meeting.*

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

*The agenda, reports, supporting documents, information items circulated, and video (if available) are online at [halifax.ca](http://halifax.ca).*

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*The meeting was called to order at 10:01 a.m., and moved into an In Camera (In Private) session at 11:30 a.m. and reconvened at 11:43 a.m. The Standing Committee adjourned at 11:45 a.m.*

## **1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

The Chair called the meeting to order at 10:01 a.m. and acknowledged that the meeting took place in the traditional and ancestral territory of the Mi'kmaq people, and that we are all treaty people.

## **2. APPROVAL OF MINUTES – May 27, 2024**

MOVED by Councillor Cuttell, seconded by Councillor Russell

**THAT the minutes of May 27, 2024 be approved as circulated.**

**MOTION PUT AND PASSED.**

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

Additions: None

Deletions: None

MOVED by Councillor Russell, seconded by Councillor Mason

**THAT the agenda be approved as presented.**

**MOTION PUT AND PASSED.**

## **4. BUSINESS ARISING OUT OF THE MINUTES – NONE**

## **5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS – NONE**

## **6. MOTIONS OF RECONSIDERATION – NONE**

## **7. MOTIONS OF RESCISSION – NONE**

## **8. CONSIDERATION OF DEFERRED BUSINESS – NONE**

## **9. NOTICES OF TABLED MATTERS – NONE**

## **10. CORRESPONDENCE, PETITIONS & DELEGATIONS**

### **10.1 Correspondence**

Correspondence was received and circulated for item 13.1.1.

For a detailed list of correspondence received refer to the specific agenda item.

### **10.2 Petitions – None**

### **10.3 Presentation – None**

## **11. PUBLIC PARTICIPATION**

**Matt Stickland, District 2** spoke to strategic planning opportunities for Halifax Regional Municipality (HRM) and the role and responsibilities of HRM. Stickland spoke to strategic transportation plans and encouraged further analysis, lack of implementation of strategic plans, need to connect plans to the built environment, need for clear intent in strategic planning and noted the plans were not working as intended.

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**Ceo Gaudet, District 5** spoke to the proposed Governance Review – Phase 1 Implementation Plan and Advisory Committee review and experience serving on the Regional Watershed Advisory Board (RWAB). Gaudet noted a previous staff recommendation to dissolve RWAB. Gaudet noted concerns with recruitment and volunteer time, lack of engagement and staff feedback on watershed health and blue green algae feedback. Gaudet encouraged staff to consider the professional feedback RWAB provided.

**Mike Lamplugh, District 11** spoke to the proposed Governance Review – Phase 1 Implementation Plan and Advisory Committee review and experience serving on the Western Commons Advisory Committee (WCAC). Lamplugh commented on staff engagement with volunteer members on the proposed report. Lamplugh noted concerns with the implications of amendments to Bill 137, *Halifax Regional Municipality Charter*, and impacts on WCAC to fulfill their mandate. Lamplugh spoke to concerns with transparency and time to review the proposed report, which challenged trust between volunteer members and staff.

## **12. INFORMATION ITEMS BROUGHT FORWARD – NONE**

## **13. REPORTS**

### **13.1 STAFF**

#### **13.1.1 Governance Review – Phase 1 Implementation Plan and Advisory Committee Review**

The following was before the Standing Committee:

- Staff report dated May 24, 2024
- Correspondence from Mike Foster

MOVED by Councillor Cuttell, seconded by Councillor Mancini

**THAT Executive Standing Committee recommend that Halifax Regional Council direct the Chief Administrative Officer to:**

- 1. Prepare amendments to the Terms of Reference for the Active Transportation Advisory Committee and Point Pleasant Park Advisory Committee, as outlined in Attachment 2 of the staff report dated May 24, 2024 and return to Council with the proposed amendments for Council's consideration;**
- 2. Commence the process to dissolve the Community Design Advisory Committee, Halifax Peninsula Planning Advisory Committee, Harbour East-Marine Drive Community Council Planning Advisory Committee, Investment Policy Advisory Committee, Margeson Drive Master Plan Committee, Port Wallace Community Public Participation Committee, North West Planning Advisory Committee, Regional Watershed Advisory Committee, and Western Common Advisory Committee, and to return to Council with the necessary amendments to dissolve these committees;**
- 3. Prepare amendments to Administrative Order 48, the Community Council Administrative Order, relating to the creation of Planning Advisory Committees, as outlined in the staff report dated May 24, 2024 and return to Council with the proposed amendments for Council's consideration; and**
- 4. Complete the remaining phases of the governance review implementation plan, as outlined in Attachment 3 of the staff report dated May 24, 2024.**

Iain MacLean, Municipal Clerk gave a presentation and responded to questions of clarification from the Standing Committee regarding meeting materials distribution, communication with Advisory Boards and Committees (ABCs), staff allocation to ABCs, timelines for implementation, Council orientation procedures and impact of amendments to Bill 137, *Halifax Regional Municipality Charter*.

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Shannon Miedema, Director, Environment and Climate Change and Erin McIntyre, Director, Development Services responded to questions of clarification from the Standing Committee regarding role of the Regional Watershed Advisory Board, approaches to community engagement, multi-stakeholder water management plans and an upcoming Municipal Lake Watershed Framework.

**MOTION PUT AND PASSED.**

**13.1.2 2024 Municipal and CSAP Election – Mailout Cards and Completion Date for Revisions Period**

The following was before the Standing Committee:

- Staff report dated May 28, 2024

MOVED by Councillor Russell, seconded by Deputy Mayor Deagle Gammon

**THAT Executive Standing Committee recommend that Halifax Regional Council:**

- 1. Direct the Returning Officer to provide additional notification to voters in the Municipality by mailing them postcards which notifies them that the preliminary list of electors has been prepared, and such notification may include promoting the 2024 municipal and CSAP election; and**
- 2. Based on the advice of the Returning Officer, set the date that the revising officers must furnish the Returning Officer with the preliminary list of electors, together with the amendments they have made to the lists, to be Friday August 30, 2024.**

Iain MacLean, Municipal Clerk and Liam MacSween, Manager, Elections and Special Projects responded to questions of clarification from the Standing Committee regarding electoral boundary changes notification, collaboration with Councillors and timelines for election call centre implementation.

**MOTION PUT AND PASSED.**

**13.1.3 Amendments to Emergency Management By-Law E-100 and Administrative Order 2018-006-OP**

The following was before the Standing Committee:

- Staff report dated May 21, 2024

MOVED by Councillor Mason, seconded by Councillor Mancini

**THAT Executive Standing Committee recommend that Halifax Regional Council:**

- 1. Adopt By-Law E-103, the purpose of which is to amend to By-Law E-100, to reflect the transfer of the role of Municipal Emergency Management Coordinator to Community Safety as set out in Attachment C of the staff report dated May 21, 2024; and**
- 2. Adopt the Amendments to Administrative Order 2018-006 OP, the purpose of which is to reflect the transfer of emergency management coordination from the responsibilities of HRFE as set out in Attachment D of the staff report dated May 21, 2024.**

Bill Moore, Executive Director, Community Safety, Cathie O'Toole, Chief Administrative Officer, Erica Fleck, Director, Emergency Management and John Traves, K.C., CD, Executive Director of Legal & Legislative Services/Municipal Solicitor/Chief Governance Officer responded to questions of clarification from the Standing Committee regarding the structure of the Emergency Management Office and the role of elected officials during an emergency situation.

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**MOTION PUT AND PASSED.**

**13.2 WOMEN'S ADVISORY COMMITTEE**

**13.1.1 Administrative Order 2019-004-GOV, Respecting the Women's Advisory Committee in the Halifax Regional Municipality**

The following was before the Standing Committee:

- Staff report dated May 27, 2024

MOVED by Councillor Cuttell, seconded by Deputy Mayor Deagle Gammon

**THAT Executive Standing Committee request the Chief Administrative Officer prepare a staff report outlining amendments to Administrative Order 2019-004-GOV, Respecting the Women's Advisory Committee in the Halifax Regional Municipality to include gender equity considerations and the Committee name be changed to "Women and Gender Equity Advisory Committee".**

Baylee Brown, 2SLGBTQ+ Community Outreach and Research Coordinator responded to questions of clarification from the Standing Committee.

**MOTION PUT AND PASSED.**

**14. MOTIONS – NONE**

Mayor Savage stepped down from the Chair and Deputy Mayor Deagle Gammon assumed the Chair.

**15. IN CAMERA (IN PRIVATE)**

MOVED by Councillor Russell, seconded by Councillor Mason

**THAT the Executive Standing Committee convene In Camera (In Private) to discuss Item 15.1 PERSONNEL MATTER and Item 15.2 PERSONNEL MATTER.**

**MOTION PUT AND PASSED.**

**15.1 PERSONNEL MATTER – Private and Confidential Report**

This matter was dealt with In Camera (In Private) and ratified in public as follows:

The following was before the Standing Committee:

- Staff report dated May 27, 2024

MOVED by Councillor Mancini, seconded by Councillor Mason

**THAT the Executive Standing Committee:**

- 1. Adopt the recommendations as outlined in the private and confidential report dated June 12, 2024 and;**
- 2. Direct that the private and confidential report dated June 12, 2024 be maintained private and confidential.**

**MOTION PUT AND PASSED.**

**15.2 PERSONNEL MATTER – Private and Confidential**

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This matter was dealt with In Camera (In Private).

**16. ADDED ITEMS – NONE**

**17. NOTICES OF MOTION – NONE**

**18. DATE OF NEXT MEETING – August 26, 2024**

**19. ADJOURNMENT**

The meeting adjourned at 11:45 a.m.

Catie Campbell  
Legislative Assistant