



**EXECUTIVE STANDING COMMITTEE  
MINUTES  
April 23, 2018**

**PRESENT:** Mayor Mike Savage, Chair  
Councillor Lorelei Nicoll  
Councillor Tony Mancini  
Councillor Russell Walker  
Councillor Steve Craig  
Councillor Tim Outhit

**REGRETS:** Deputy Mayor Waye Mason, Vice Chair

**STAFF:** Jacques Dubé, Chief Administrative Officer  
John Traves, Municipal Solicitor  
Kevin Arjoon, Municipal Clerk  
Sharon Chase, Legislative Assistant

*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).*

*The meeting was called to order at 10:03 a.m. and convened to an In-Camera session at 10:30 a.m., the Committee reconvened at 10:51 a.m. to public session, the Standing Committee adjourned at 10:54 a.m.*

**1. CALL TO ORDER**

The Mayor called the meeting to order at 10:03 a.m.

**2. APPROVAL OF MINUTES – March 27, 2018**

MOVED by Councillor Nicoll, seconded by Councillor Mancini

**THAT the minutes of March 27, 2018 be approved as distributed.**

**MOTION PUT AND PASSED.**

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

MOVED by Councillor Nicoll, seconded by Councillor Walker

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

**MOTION PUT AND PASSED.**

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

**5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS**

Mayor Savage declared a conflict of interest regarding Item 14.2.1 Citizen Nominations to Halifax Port Authority.

**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- NONE**

**11. INFORMATION ITEMS BROUGHT FORWARD – NONE**

**12. REPORTS**

**12.1 Changes to the Audit and Finance Standing Committee**

MOVED by Councillor Walker, seconded by Councillor Nicoll

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

- 1. Adopt the amendments to Schedule 2 of Administrative Order One- the Audit and Finance Committee Terms of Reference (Attachment B to this report) to allow for the addition of up to two members of the public as members of the Audit Committee; and**
- 2. Direct the Clerk's Office, in accordance with the Public Appointment Policy, to initiate a process to recruit up to two members of the public, who have an accounting designation and experience working with or in the public sector, to join the Halifax Regional Municipality Audit Committee.**

John Traves, Municipal Solicitor, clarified that the two public members would attend meetings twice a year when they are sitting as an audit board and that they have been added for this statutory function. Jacques Dubé, Chief Administrative Officer confirmed that this is legislated and other Nova Scotia Municipalities will be following suit with HRM getting a head start based on the recommendation that came forward.

It was clarified that internal audits exist at the staff level throughout the organization and are accountable to the Chief Administrative Officer and then accountable to Council. The Auditor General is responsible for external audits. Management are accountable to the Audit and Finance Committee in respect of internal controls.

**MOTION PUT AND PASSED.**

### **13. MOTIONS – NONE**

MOVED by Councillor Craig, seconded by Councillor Walker

**THAT the Executive Standing Committee convene to In Camera to consider items 14.1 and 14.2**

**MOTION PUT AND PASSED.**

The Standing Committee convened to In Camera (In Private) at 10:30 a.m. and reconvened at 10:51 a.m.

### **14. IN CAMERA (IN PRIVATE)**

*The Executive Standing Committee 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:*

#### **14.1 In Camera (In Private) Minutes – March 27, 2018**

This matter was dealt with in the In Camera session and was ratified as follows:

MOVED by Councillor Nicoll, seconded by Councillor Walker

**That the In Camera (In Private) minutes of March 27, 2018 be approved as circulated.**

**MOTION PUT AND PASSED.**

#### **14.2 Personnel Matter**

Citizen and Councillor appointments to boards and committees in keeping with the Public Appointment Policy adopted by Regional Council in August 2011, to be found at <https://www.halifax.ca/city-hall/boards-committees-commissions/volunteer-boards-committees/public-appointment-policy>

##### **14.2.1 Citizen Nominations to Halifax Port Authority**

This matter was dealt with in the In Camera session and was ratified as follows:

MOVED by Councillor Walker, seconded by Councillor Mancini

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

- 1. Appoint the applicant for a term as outlined in the discussion section of the In-Camera Report dated April 18, 2018, to the Halifax Port Authority Board of Directors, and that the identity of the appointee be released to the public following ratification and notification of the successful candidate.**
- 2. Not release this report to the public.**

**MOTION PUT AND PASSED.**

**15. ADDED ITEMS - NONE**

**16. NOTICES OF MOTION- NONE**

**17. PUBLIC PARTICIPATION - NONE**

**18. DATE OF NEXT MEETING-**

The next meeting of the Executive Standing Committee is scheduled for Monday, May 28, 2018 at 10:00 a.m. in the Council Chamber, City Hall.

**19. ADJOURNMENT**

The meeting adjourned at 10:54 a.m.

Sharon Chase  
Legislative Assistant

**INFORMATION ITEMS**

1. Memorandum from the Legislative Assistant dated April 16, 2018 re: Request for Presentation to Executive Standing Committee