



**EXECUTIVE STANDING COMMITTEE
DRAFT MINUTES
June 16, 2025**

PRESENT: Mayor Andy Fillmore, Chair
Deputy Mayor Tony Mancini, Vice Chair
Councillor Laura White
Councillor Patty Cuttell
Councillor John Young

REGRETS: Councillor Cathy Deagle Gammon
Councillor Nancy Hartling

STAFF: Cathie O'Toole, Chief Administrative Officer
John Traves, K.C., CD, Municipal Solicitor/Chief Governance Officer
Laura Lewis, Deputy Clerk
Elizabeth Macdonald, Legislative Assistant

These minutes are considered draft and will require approval by the 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.

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

The Chair called the meeting to order at 10:02 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 26, 2025

MOVED by Councillor White, seconded by Councillor Cuttell

THAT the minutes of May 26, 2025 be approved as circulated.

MOTION PUT AND PASSED.

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

Additions:

- Item 16.1 – Progress on the Action Plan from the Management of Business Continuity Audit

Deletions: None

MOVED by Councillor Cuttell, seconded by Councillor White

THAT the agenda be approved as amended.

MOTION PUT AND PASSED.

Later in the meeting, as provided for in section 37 (1) of Administrative Order One, *Respecting the Procedures of the Council*, Mayor Fillmore requested that Item 16.1 – Progress on the Action Plan from the Management of Business Continuity Audit be considered prior to Item 15.1.

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 – January 20, 2025

8.1 Request for Letter re: Municipal Conflict of Interest Act

The following was before the Standing Committee:

- Women and Gender Equity Advisory Committee report dated December 5, 2025

The following motion was on the floor from the January 20, 2025 meeting:

MOVED by Deputy Mayor Mancini, seconded by Councillor Cuttell

THAT Executive Standing Committee request a staff report with respect to requesting that the Mayor write a letter to the Province of Nova Scotia's Minister of Municipal Affairs and Housing to request the definition of "spouse" in the Municipal Conflict of Interest Act be amended to adopt gender neutral language.

John Traves, K.C., CD, Municipal Solicitor/Chief Governance Officer spoke to the *Municipal Conflict of Interest Act*.

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MOTION PUT AND PASSED.

9. NOTICES OF TABLED MATTERS – NONE

10. CORRESPONDENCE, PETITIONS & DELEGATIONS

10.1 Correspondence – None

10.2 Petitions – None

10.3 Presentation – None

11. PUBLIC PARTICIPATION

The Chair noted there were no registered speakers and called three times for any other members of the public wishing to speak; there were none.

12. INFORMATION ITEMS BROUGHT FORWARD – NONE

13. REPORTS

13.1 STAFF

13.1.1 GBA+ Training for Regional Council

The following was before the Standing Committee:

- Women and Gender Equity Advisory Committee report dated June 5, 2025

MOVED by Councillor White, seconded by Councillor Cuttall

THAT the Executive Standing Committee request a staff report to consider developing Gender Based Analysis Plus (GBA+) training for Regional Councillors.

MOTION PUT AND PASSED.

13.2. YOUTH ADVISORY COMMITTEE

13.2.1 Youth Advisory Committee – 2024 Annual Report

The following was before the Standing Committee:

- Youth Advisory Committee report dated June 3, 2025
- Presentation dated June 16, 2025

Zoya Hussain, Chair, Youth Advisory Committee gave a presentation and responded to questions of clarification from the Standing Committee.

Iain MacLean, Executive Director of City Hall Administration & Municipal Clerk, Annie Sherry Public Appointments Coordinator and Olivia Davis, Community Developer responded to questions of clarification from the Standing Committee.

MOVED by Deputy Mayor Mancini, seconded by Councillor Young

THAT the Executive Standing Committee accept the report dated June 3, 2025.

MOTION PUT AND PASSED.

14. MOTIONS – NONE

15. IN CAMERA (IN PRIVATE)

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MOVED by Councillor Cuttell, seconded by Deputy Mayor Mancini

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

- Private and Confidential staff report dated June 10, 2025

MOVED by Councillor Cuttell, seconded by Councillor White

THAT the Executive Standing Committee:

1. **Adopt the recommendations as directed during the in camera (in private) session; and**
2. **Direct that the private and confidential report dated June 10, 2025 be maintained private and confidential.**

MOTION PUT AND PASSED.

15.2 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:

- Private and Confidential staff report dated June 10, 2025

MOVED by Councillor Cuttell, seconded by Councillor White

THAT the Executive Standing Committee:

1. **Adopt the recommendations as outlined in the private and confidential report dated June 10, 2025; and**
2. **Direct that the private and confidential report dated June 10, 2025 be maintained private and confidential.**

MOTION PUT AND PASSED.

16. ADDED ITEMS

16.1 Progress on the Action Plan from the Management of Business Continuity Audit

The following was before the Standing Committee:

- Staff report dated June 16, 2025
- Staff presentation dated June 16, 2025

MOVED by Councillor Cuttell, seconded by Councillor White

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THAT the Executive Standing Committee receive a presentation on the Progress on the Action Plan from the Management of Business Continuity Audit.

MOTION PUT AND PASSED.

Colin Waddell, Emergency Management Coordinator gave a presentation.

17. NOTICES OF MOTION – NONE

18. DATE OF NEXT MEETING – August 18, 2025

19. ADJOURNMENT

The meeting adjourned at 11:01 a.m.

Laura Lewis
Deputy Clerk