



**FEDERATION OF CANADIAN MUNICIPALITIES
2018 CONFERENCE ADVISORY COMMITTEE
MINUTES
November 15, 2017**

PRESENT: Councillor Russell Walker, Chair
Councillor Sam Austin, Vice Chair
Councillor Steve Craig
Councillor David Hendsbee
Councillor Bill Karsten
Councillor Lindell Smith

REGRETS: Mayor Mike Savage
Deputy Mayor Wayne Mason

STAFF: Marion Currie, Program Manager, Corporate and Customer Services
Debbie Brown, Executive Coordinator to the Chief Administrative Officer
Andre MacNeil, Senior Financial Consultant
Anne Totten, Corporate Policy Analyst
Phoebe Rai, Legislative Assistant

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

The agenda, reports, supporting documents, and information items circulated are online at halifax.ca.

The meeting was called to order at 1:05 p.m. and adjourned at 2:15 p.m.

1. CALL TO ORDER

The meeting was called to order at 1:05 p.m. in Halifax Hall, City Hall, 1841 Argyle Street, Halifax.

2. APPROVAL OF MINUTES – October 4, 2017

MOVED by Councillor Karsten, seconded by Councillor Smith

THAT the minutes of October 4, 2017 be approved as presented.

MOTION PUT AND PASSED.

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

MOVED by Councillor Smith, seconded by Councillor Karsten

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. CONSIDERATION OF DEFERRED BUSINESS – NONE

7. CORRESPONDENCE, PETITIONS & DELEGATIONS – NONE

8. INFORMATION ITEMS BROUGHT FORWARD – NONE

9. REPORTS/DISCUSSION

9.1 STAFF

9.1.1 2018 Proposed Meeting Schedule

MOVED by Councillor Austin, seconded by Councillor Smith

THAT the FCM 2018 Conference Advisory Committee accept the proposed 2018 Meeting Schedule.

The Legislative Assistant advised that the proposed meeting schedule had a typo, and that the March meeting will be held March 1, 2018.

MOTION PUT AND PASSED.

9.1.2 Sponsorship Update

Marion Currie, Program Manager, Corporate and Customer Services provided the staff update regarding sponsorship, noting that an advertisement has been placed in the newspapers and that the sponsorship package is being finalized this week for sharing. At the same time, staff are working with procurement staff to get a list of organizations to send a direct request to participate in the sponsorship opportunity.

9.1.3 Conference Promotional Materials: HRM/FCM pins

The following was before the Committee:

- A handout entitled “FCM Lapel Pin Options” distributed at the meeting

Currie provided an overview of the options for HRM/FCM lapel pins, highlighting the different options for pins and estimated delivery times.

MOVED by Councillor Hendsbee, seconded by Councillor Craig

THAT the FCM 2018 Conference Advisory Committee request that staff order 5000 1-inch metal lapel pins from Fundy Textile and Design Ltd. for a total price of \$3,900.

MOTION PUT AND PASSED.

9.1.4 Sub-Committee Updates

The following was before the Committee:

- A handout detailing proposed companion tours distributed at the meeting
- A handout outlining proposed study tours distributed at the meeting

Debbie Brown, Executive Coordinator to the Chief Administrative Officer spoke to the matter of companion tours. Brown provided the Committee with details regarding an additional three companion tours: "Hone your Culinary Skills at Fresh 21, NSCC," "Tour of Historical Museums," and "Lunenburg & Mahone Bay."

MOVED by Councillor Hendsbee, seconded by Councillor Craig

THAT the FCM 2018 Conference Advisory Committee approve in principle Companion Tours 8, 9, and 10 as discussed at the meeting held November 15, 2017.

MOTION PUT AND PASSED.

Andre MacNeil, Senior Financial Consultant and Anne Totten, Corporate Policy Analyst provided an update regarding study tours. The schedule has been designed to minimize interference with other conference programming. They advised that although many of the tours would be concurrent with sessions, some would run on the Thursday before sessions begin, and others begin in late afternoon. Staff are recommending narrowing the list down to between 12 and 15 tours for a total of 50 trips. MacNeil provided an overview of each proposed tour.

The Committee entered into a brief discussion. Key highlights include:

- Perhaps the Halifax and Dartmouth food tours could be combined;
- Consider how to highlight the harbour including expansion of terminals and the shipyards;
- The Bike to the Beach tour would perhaps be more suited to a companion tour, but present logistical challenges;
- A tour regarding the evolution of Halifax Fire services, challenges and opportunities and integrating volunteer and career firefighters would be of interest to representatives of municipalities of different sizes;
- The Transit Service through Accessibility tour and Waste Water Management tour in Eastern Passage may not generate as much interest as other tours; and
- There should be more rural content.

Marion Currie, Program Manager, Corporate and Customer Services advised that staff would be incorporating feedback from the Committee and FCM to refine the list of study tours.

Currie advised that things are proceeding well with the other subcommittees. Staff have been working with Halifax Transit regarding transportation needs, and on Friday, November 17 a request for proposals will come out for the position of social events coordinator.

10. ADDED ITEMS – NONE

11. DATE OF NEXT MEETING – December 13, 2017 at 1:00 p.m.

12. ADJOURNMENT

The meeting adjourned at 2:15 p.m.

Phoebe Rai
Legislative Assistant