



**FEDERATION OF CANADIAN MUNICIPALITIES
2018 CONFERENCE ADVISORY COMMITTEE
MINUTES
March 1, 2018**

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

REGRETS: Deputy Mayor Wayne Mason
Mayor Mike Savage
Councillor Bill Karsten

STAFF: Marion Currie, Program Manager, Corporate and Customer Services
Dee Vipond, Sub-committee Chair, FCM Social Events
Beth Udby, Sub-committee Co-Chair, FCM Social Events
Sharon Chase, 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 1:18 p.m. and adjourned at 1:47 p.m.

1. CALL TO ORDER

The meeting was called to order at 1:18 p.m. in Halifax Hall, City Hall, 1841 Argyle Street, Halifax.

2. APPROVAL OF MINUTES – February 1, 2018

MOVED by Councillor Hendsbee, seconded by Councillor Austin

THAT the minutes of February 1, 2018 be approved as presented.

MOTION PUT AND PASSED.

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

The agenda was approved as presented.

4. BUSINESS ARISING OUT OF THE MINUTES

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 Social Program update- Dee Vipond

Dee Vipond, Social Events Chair, provided an update on the Mayor's Welcome Reception. Confirmed entertainers include: Charlie A'Court, Squid, NS Mass Choir and Atlantic Cirque. Goals have been set to meet and exceed expectations regarding food, beverage and seating. The décor, food offerings and flow of entertainment were reviewed. The event is on budget and opportunities for sponsorship are being explored. It was suggested that information for delegates about Halifax could be incorporated. The Committee has been getting regular feedback from the Mayor about the event as well. Dee Vipond also provided an update on the Gala Dinner as the signature event. Food and Beverage offerings were reviewed, the highlight of which will be the visual impact of the parade of lobster. Tony Quinn will be the evening's Master of Ceremonies and entertainment will include: Drum, The Quinn's, Blueberry Grunt and the RCMP Pipe Band and dancers. 2600 yellow sou'westers have been ordered. Again, the event is on budget and opportunities for sponsorship are being explored. They will be meeting with the Convention Centre next week to review the continental breakfasts and breaks and will emphasize the importance of adequate seating for these times.

MOVED by Councillor Hendsbee, seconded by Councillor Austin

THAT the Federation of Canadian Municipalities Conference Advisory Committee approve the menu option recommended at the February 1, 2018 meeting for the Gala Dinner on Sunday June 3, 2018.

MOTION PUT AND PASSED

9.1.2 FCM updates- Marion Currie

Marion Currie provided some numbers received from FCM as of February 22, 2018: 1062 delegates and 391 companions have registered; study tours are 70% booked and the trade show is 80% full. Carol and Matt from FCM will be meeting with the staff committee on March 19th. The Mayor and CAO have reached

out to their contacts for potential sponsorship including USFM. Sponsorship is still at \$95,000. If there is no increase in sponsorship cost savings will be found.

9.1.3 Amending of Hosting Agreement

Staff advised that FCM has requested amending the Host Agreement with some non-substantive changes, including a Recognition of Shaw as the Presenting Partner of the Mayor's Welcome Reception. The Committee agreed that the changes were minor, and directed the Project Manager to work with the CAO's Office to execute the amendment on behalf of the Municipality, in accordance with CAO delegated authorities.

9.2 COMMITTEE

The Committee discussed how the local community could become involved and participate in the trade show. All Councillors have registered and the CAO is working with Directors to allocate the 10 passes provided to HRM. The Committee suggested that Parks and Rec, Solid Waste and Transit should be considered. It was noted that the Councillors should block off time during the conference and attend as many sessions as possible. They are acting as ambassadors and should maintain a high profile throughout the conference.

10. ADDED ITEMS

11. DATE OF NEXT MEETING – April 4, 2018 at 1:00 p.m., Halifax Hall

12. ADJOURNMENT

The meeting adjourned at 1:47 p.m.

Sharon Chase
Legislative Assistant