



**EXECUTIVE STANDING COMMITTEE
MINUTES
September 23, 2019**

PRESENT: Mayor Mike Savage, Chair
Deputy Mayor Tony Mancini, Vice-Chair
Councillor Lorelei Nicoll
Councillor Russell Walker

REGRETS: Councillor Bill Karsten
Councillor Richard Zurawski
Councillor Tim Outhit

STAFF: Jacques Dubé, Chief Administrative Officer
John Traves, Municipal Solicitor
Judith Ng'ethe, 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.

The meeting was called to order at 10:09 a.m. and adjourned at 10:38 a.m.

1. CALL TO ORDER

The Mayor called the meeting to order at 10:09 a.m.

2. APPROVAL OF MINUTES – June 24, 2019 and August 13, 2019

MOVED by Councillor Nicoll, seconded by Councillor Walker

THAT the minutes of June 24, 2019 and the special meeting minutes of August 13, 2019 be approved as presented.

MOTION PUT AND PASSED.

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

MOVED by Councillor Walker, seconded by Deputy Mayor Mancini

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 – None

10.2 Petitions – None

10.3 Presentations – None

11. INFORMATION ITEMS BROUGHT FORWARD – NONE

12. REPORTS

12.1 STAFF

12.1.1 Annual Workforce Report 2018/19

The following was before the Standing Committee:

- A staff information report dated September 11, 2019

MOVED by Councillor Walker, seconded by Councillor Nicoll

THAT the Executive Standing Committee receive a staff report dated September 11, 2019 regarding the 2018-2019 Annual Workforce Report.

Caroline Blair-Smith, Director, Human Resources/Office of Diversity and Inclusion and Britt Wilson, Manager, Talent and Total Compensation, responded to questions of clarification. Key highlights include:

- Accident reporting numbers have gone up mainly due to staff retraining on the safety management system which resulted in more accidents being reported;

- Efforts were being made to establish the cause for the rise in absenteeism and how to impact it;
- Grievances reported are usually a result of change in leadership or policy and process;
- Conflict numbers were higher indicating that staff are more comfortable coming forward with complaints;
- The number of other staff in the report has increased significantly mainly due to data reconciliation to capture employees previously not included. The full number of crossing guards had not been captured previously and the number was corrected in the 2016/17 reporting. There was also growth in the number of recreation staff employees.

MOTION PUT AND PASSED.

12.1.2 Workforce Supplemental Report – Gender Parity

The following was before the Standing Committee:

- A supplementary staff recommendation report dated August 22, 2019

MOVED by Councillor Walker, seconded by Deputy Mayor Mancini

That the Executive Standing Committee recommend that Halifax Regional Council:

- 1. Continue with the initiatives outlined in the Discussion section of this report including: updating the Hiring Policy, conducting the self-identification survey at an estimated cost of \$33,241 with net HST included, developing the Employment Equity Program, branding and community outreach; and**
- 2. Two years following the rollout of the Employment Equity Program, assess the gender demographic data and make an evidence-based decision on the appropriate next steps at that time.**

Responding to questions from members of the Standing Committee, Blair-Smith noted that there has been a lack of movement in recent years towards the achievement of gender parity and that steps are being taken to address this lack of movement. This includes targeting women in recruitment for the operational units, development of the employment equity program, undertaking the self-identification survey to establish a baseline, drawing comparisons from other municipalities to benefit from lessons learned elsewhere and re-emphasizing community outreach to schools, universities and job fairs.

MOTION PUT AND PASSED.

12.1.3 2020 Council Meeting Schedule

The following was before Executive Standing Committee:

- A staff recommendation report dated July 5, 2019
- Revised proposed 2020 Council Meeting Schedule

MOVED by Councillor Walker, seconded by Councillor Nicoll

THAT the Executive Standing Committee recommend that Halifax Regional Council approve the proposed 2020 Council meeting schedule as outlined in the revised Attachment 1 of the staff report dated July 5, 2019.

MOTION PUT AND PASSED.

13. BOARD AND COMMITTEES - NONE

14. MOTIONS - NONE

15. IN CAMERA (IN PRIVATE)

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:

15.1 In Camera (In Private) Minutes – June 24, 2019 and August 13, 2019

This matter was dealt with in public.

MOVED by Councillor Nicoll, seconded by Deputy Mayor Mancini

THAT the In Camera (In Private) minutes of June 24, 2019 and the special meeting In Camera (In Private) minutes of August 13, 2019 be approved as presented.

MOTION PUT AND PASSED.

15.2 Personnel Matter

A matter pertaining to an identifiable individual or group.

This matter was dealt with in public.

MOVED Deputy Mayor Mancini, seconded by Councillor Nicoll

THAT the Executive Standing Committee:

- 1. Direct the Chief Administrative Officer as outlined in the private and confidential staff report dated August 26, 2019; and**
- 2. Direct that the private and confidential report dated August 26, 2019, not be released to the public.**

MOTION PUT AND PASSED.

15.3 Personnel Matter

A matter pertaining to an identifiable individual or group.

This matter was dealt with in public.

MOVED by Councillor Nicoll, seconded by Councillor Walker

THAT the Executive Standing Committee:

- 1. Direct the Chief Administrative Officer as outlined in the private and confidential staff report dated September 18, 2019; and**
- 2. Direct that the private and confidential report dated September 18, 2019, not be released to the public.**

MOTION PUT AND PASSED.

16. ADDED ITEMS – NONE

17. NOTICES OF MOTION – NONE

18. PUBLIC PARTICIPATION - NONE

The Mayor invited members of the public wishing to address the Executive Standing Committee to come forward. No members of the public came forward to address the Standing Committee.

19. DATE OF NEXT MEETING – October 28, 2019

20. ADJOURNMENT

The meeting adjourned at 10:38 a.m.

Judith Ng'ethe
Legislative Assistant