



## Council Services Committee Minutes

August 16, 2022

9:30 a.m.

River Valley Room, 1st floor, City Hall

Present: A. Knack, E. Rutherford, T. Cartmell, S. Hamilton, M. Janz, A. Paquette, K. Principe, J. Rice, A. Salvador, A. Stevenson, K. Tang

---

### 1. Call to Order and Related Business

#### 1.1 Call to Order and Land Acknowledgement

Councillor A. Knack called the meeting to order at 9:30 a.m., Tuesday, August 16, 2022, and acknowledged that Council Services Committee meets on the traditional land of Treaty 6 Territory. The Chair also acknowledged the diverse Indigenous peoples whose ancestors' footsteps have marked this territory for centuries such as: Cree, Dene, Saulteaux, Blackfoot, Nakota Sioux, as well as Metis and Inuit, and now settlers from around the world.

#### 1.2 Roll Call

Councillor A. Knack conducted roll call and confirmed the attendance of Members of Council Services Committee.

Councillor J. Wright was absent with notice.

K. Stolarz, Deputy City Clerk, S. Parsons, R. Zheng and B. Tyson, Office of the City Clerk, were also in attendance.

#### 1.3 Adoption of Agenda

**Moved by:** E. Rutherford

That the August 16, 2022, Council Services Committee meeting agenda be adopted with the following changes:

Additions:

- 7.1 2023 Council and Committee Calendar - Draft
- 9.1 HR Policy for Councillors Staff - Motion on the Floor  
(Private pursuant to sections 17, 24 and 27 of the *Freedom of Information and Protection of Privacy Act*)

In Favour (11): A. Knack, E. Rutherford, T. Cartmell, S. Hamilton, M. Janz, A. Paquette, K. Principe, J. Rice, A. Salvador, A. Stevenson, and K. Tang

**Carried (11 to 0)**

**1.4 Approval of Minutes**

**Moved by:** K. Tang

That the June 22, 2022, Council Services Committee meeting minutes be approved.

In Favour (11): A. Knack, E. Rutherford, T. Cartmell, S. Hamilton, M. Janz, A. Paquette, K. Principe, J. Rice, A. Salvador, A. Stevenson, and K. Tang

**Carried (11 to 0)**

**1.5 Protocol Items**

There were no Protocol Items.

**2. Items for Discussion and Related Business**

**2.1 Select Items for Debate**

The following items were selected for debate: 7.1, 7.2 and 9.1.

**2.2 Vote on Reports not Selected for Debate**

All items were selected for debate.

**2.3 Requests to Speak**

There were no Requests to Speak.

**2.4 Requests for Specific Time on Agenda**

There were no requests for items to be dealt with at a specific time on the agenda.

**3. Councillor Inquiries**

There were no Councillor Inquiries.

**4. Reports to be Dealt with at a Different Meeting**

There were no Reports to be Dealt with at a Different Meeting.

**5. Requests to Reschedule Reports**

There were no Requests to Reschedule Reports.

**6. Unfinished Business**

There was no Unfinished Business on the agenda.

**7. Public Reports**

**7.1 2023 Council and Committee Calendar - Draft**

The following member of Administration's delegation made a presentation:

- E. Norton, Office of the City Clerk

The following member of Administration's delegation answered questions:

- A. Giesbrecht, City Clerk

**Moved by:** S. Hamilton

**2023 Council and Committee Meeting Calendar**

That Administration proceed with preparing the 2023 Council and Committee calendar as drafted in Attachment 1 of the August 16, 2022, Office of the City Clerk report OCC01362, and return to the October 17, 2022, Organizational City Council meeting, for approval with the following changes:

1. Move the March 7, 2023, Urban Planning Committee Non-Regular to March 6, 2023.
2. Move the March 6, 2023, Utility Committee to March 7, 2023.
3. Week of May 29, 2023, shifts to meetings Tuesday, Wednesday, Thursday to accommodate Federation of Canadian Municipalities.
4. Adjust the summer recess weeks as per the discussion at the August 16, 2022, Council Services Committee meeting.
5. Consider running concurrent meetings for shortlistings and interviews on Wednesdays, where possible.
6. Review the list of observances with the City Chaplain.

**Due Date: October 17, 2022, City Council**

In Favour (11): A. Knack, E. Rutherford, T. Cartmell, S. Hamilton, M. Janz, A. Paquette, K. Principe, J. Rice, A. Salvador, A. Stevenson, and K. Tang

**Carried (11 to 0)**

## **7.2 2022 Common Furniture Plan Emergent Requests**

The following members of Administration's delegation answered questions:

- C. Perraton, Office of the City Clerk
- A. Giesbrecht, City Clerk

**Moved by:** E. Rutherford

1. That Attachment 1 of the August 16, 2022, Office of the City Clerk report OCC01411, be amended to include \$150 for the purchase of a side table.
2. That the 2022 Common Furniture Plan Emergent Requests as outlined in revised Attachment 1 of the August 16, 2022, Office of the City Clerk report OCC01411, be approved and funded from the Office of the Councillors 2022 Common Furniture Budget.

In Favour (11): A. Knack, E. Rutherford, T. Cartmell, S. Hamilton, M. Janz, A. Paquette, K. Principe, J. Rice, A. Salvador, A. Stevenson, and K. Tang

**Carried (11 to 0)**

**Moved by:** S. Hamilton

### **Amendments to Council Policy C618A - Councillors' Budget and Expenses**

That Administration prepare amendment(s) to Council Policy C618A - Councillors' Budget and Expenses, to authorize the Chair of Council Services Committee to approve \$1,500 per expenditure.

**Due Date: To be determined**

In Favour (11): A. Knack, E. Rutherford, T. Cartmell, S. Hamilton, M. Janz, A. Paquette, K. Principe, J. Rice, A. Salvador, A. Stevenson, and K. Tang

**Carried (11 to 0)**

## **8. Responses to Councillor Inquiries**

There were no Responses to Councillor Inquiries on the agenda.

## **9. Private Reports**

**Moved by:** J. Rice

That Council Services Committee meet in private pursuant to sections 17 (disclosure harmful to personal privacy), 24 (advice from officials) and 27 (privileged information) of the *Freedom of Information and Protection of Privacy Act*.

In Favour (11): A. Knack, E. Rutherford, T. Cartmell, S. Hamilton, M. Janz, A. Paquette, K. Principe, J. Rice, A. Salvador, A. Stevenson, and K. Tang

**Carried (11 to 0)**

Council Services Committee met in private at 10:28 a.m., Tuesday, August 16, 2022.

**Moved by:** T. Cartmell

That Council Services Committee meet in public.

In Favour (11): A. Knack, E. Rutherford, T. Cartmell, S. Hamilton, M. Janz, A. Paquette, K. Principe, J. Rice, A. Salvador, A. Stevenson, and K. Tang

**Carried (11 to 0)**

Council Services Committee met in public at 10:40 a.m., Tuesday, August 16, 2022.

### **9.1 HR Policy for Councillors Staff - Motion on the Floor**

The following members of Administration's delegation answered questions:

- C. Perraton, Office of the City Clerk
- A. Giesbrecht, City Clerk
- N. Devlin, Employee Services

- C. Taylor, Employee Services
- N. Jacobsen, Office of the City Manager (Legal Services)s

**Motion on the Floor (made at the June 22, 2022, Council Services Committee meeting), restated:**

**Moved by:** J. Rice

That Administration return to City Council with an amendment to City Policy C608 - Human Resources Management for Council Staff to change eligibility for employment to align with the Employment Standards Code.

**Amendment:**

**Moved by:** E. Rutherford

That "16 and 17 years old" be inserted after "eligibility" and delete "to align with the Employment Standards Code".

In Favour (9): A. Knack, E. Rutherford, T. Cartmell, S. Hamilton, M. Janz, A. Paquette, A. Salvador, A. Stevenson, and K. Tang

Opposed (2): K. Principe, and J. Rice

**Carried (9 to 2)**

**Motion as Amended, put:**

**Moved by:** J. Rice

That Administration return to City Council with an amendment to City Policy C608 - Human Resources Management for Council Staff to change eligibility to include 16 and 17 years old.

In Favour (4): A. Knack, K. Principe, J. Rice, and A. Stevenson

Opposed (7): E. Rutherford, T. Cartmell, S. Hamilton, M. Janz, A. Paquette, A. Salvador, and K. Tang

**Defeated (4 to 7)**

**10. Motions Pending**

There were no Motions Pending on the agenda.

**11. Notices of Motion and Motions without Customary Notice**

### **11.1 Aga Khan Foundation Tax Balance (A. Knack)**

Councillor A. Knack stated that at the next regular meeting of Executive Committee, he would move the following:

That Administration return to Committee with a report outlining the options available to Council for supporting the Aga Khan Foundation (account 9967260) with their current outstanding tax balance along with related background.

- Notice of Motion Given: August 16, 2022, Council Services Committee

### **12. Adjournment**

The meeting adjourned at 11:26 a.m., Tuesday, August 16, 2022.

---

Chair

---

City Clerk