



**AUDIT AND FINANCE STANDING COMMITTEE  
SPECIAL MEETING  
DRAFT MINUTES  
March 25, 2021**

**PRESENT:** Councillor Russell, Chair  
Councillor Deagle Gammon, Vice-Chair  
Councillor Hendsbee  
Councillor Purdy  
Councillor Cleary  
Councillor Morse  
Councillor Kent  
Councillor Smith  
Mayor Mike Savage

**STAFF:** John Traves, Municipal Solicitor  
Jane Fraser, Chief Financial Officer  
Jacques Dubé, Chief Administrative Officer  
David Harley, Manager, Accounting and Financial Reporting  
Karen Brown, Solicitor  
Vicki Robertson, Deputy Treasurer  
Maggie MacDonald, Executive Director of Parks and Recreation  
Chief Ken Stuebing, Halifax Regional Fire & Emergency  
Simon Ross-Siegel, Legislative Assistant  
Annie Sherry, Legislative Assistant

*These minutes are considered draft and will require approval by Regional Council at a future meeting.*

*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](http://halifax.ca).*

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**Audit & Finance Standing Committee  
Special Meeting Draft Minutes  
March 25, 2021**

*The meeting was called to order at 10:50 a.m., and recessed at 11:14 a.m. the Committee reconvened in at 11:20 a.m. the Committee recessed at 11:34 a.m. and reconvened at 11:40 a.m. the Committee adjourned at 11:46 a.m.*

**1. CALL TO ORDER**

The meeting was called to order at 10:50 a.m.

**2. APPROVAL OF MINUTES – February 11, 2021**

MOVED by Councillor Purdy, seconded by Councillor Cleary

**THAT the minutes of February 11, 2021 be approved as circulated.**

**MOTION PUT AND PASSED.**

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

Additions:

15.1 Revised Administrative Order 2014-020-GOV, Respecting Marketing Levy Special Event Reserve Grants

15.2 Analysis and Predictive Modeling Tools – Budget Increase Report

MOVED by Councillor Cleary, seconded by Councillor Hendsbee

**THAT the agenda be approved as amended.**

**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 RECISSION – NONE**

**8. CONSIDERATION OF DEFERRED BUSINESS – NONE**

**9. NOTICES OF TABLED MATTERS – NONE**

**10. CORRESPONDENCE, PETITIONS & DELEGATIONS – NONE**

**11. INFORMATION ITEMS BROUGHT FORWARD – NONE**

**12. REPORTS**

**12.1 AUDITOR GENERAL – NONE**

**12.2 STAFF**

**12.2.1 Investment Activities – Quarter ending December 31, 2020**

The following was before the Committee:

- A staff recommendation report dated March 8, 2021

MOVED by Councillor Cleary, seconded by Councillor Purdy

**THAT Audit and Finance Standing Committee forward the March 8, 2021 report to Halifax Regional Council as an information item.**

**MOTION PUT AND PASSED.**

### **12.2.2 Write off of Uncollectible Accounts**

The following was before the Committee:

- A staff recommendation report dated January 13, 2021

MOVED by Councillor Cleary, seconded by Councillor Deagle Gammon

**THAT Audit and Finance Standing Committee:**

- 1. Forward the January 13, 2021 report to Halifax Regional Council for approval;**
- 2. Forward the private and confidential In Camera report “Write off of Uncollectible Account – Details” to HRM Regional Council as an In Camera Information Report, and that the report not be released to the public;**
- 3. Recommend to Halifax Regional Council that;**
  - a. The real property tax accounts in the amount of \$3,246.72 comprised of \$2,808.21 principal and \$438.51 interest as summarized in Schedule 1 be formally written out of the books of account;**
  - b. The general revenue accounts in the amount of \$8,789.65 comprised of \$7,560.97 principal and \$1,228.68 interest as summarized in Schedule 1 be formally written out of the books of account;**
  - c. The recreation accounts in the amount of \$255.54 comprised of \$255.54 principal and \$0.00 interest as summarized in Schedule 1 be formally written out of the books of account.**

Vicki Robertson, Deputy Treasurer, answered questions for Councillors regarding the write-off of uncollectible accounts.

**MOTION PUT AND PASSED.**

### **13. MOTIONS – NONE**

### **14. IN CAMERA (IN PRIVATE)**

#### **14.1 Approval of the In Camera (In Private) Minutes – February 11, 2021**

This item was dealt with in public.

MOVED by Mayor Savage, seconded by Councillor Purdy

**THAT the In Camera (In Private) minutes of February 11, 2021 be approved as circulated.**

**MOTION PUT AND PASSED.**

**Private and Confidential Information Item:**

#### **14.2 Information Report dated March 25, 2021**

### **15. ADDED ITEMS**

#### **15.1 Revised Administrative Order 2014-020-GOV, Respecting Marketing Levy Special Event Reserve Grants**

The following was before the Committee:

- A staff recommendation report dated November 18, 2020

MOVED by Councillor Deagle Gammon, seconded by Councillor Morse

**THAT the Audit & Finance Standing Committee recommend that Regional Council adopt the amendments to the Administrative Order 2014-020-GOV, Respecting Marketing Levy Special Event Reserve Grants as set out in Attachment 2 of the November 18, 2020 report.**

Elizabeth Taylor, Manager of Cultural Events, answered questions for Councillors regarding the proposed

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amendments to the Administrative Order 2014-020-GOV.

MOVED by Councillor Deagle Gammon, seconded by Councillor Cleary

**THAT the Audit & Finance Standing Committee request a supplementary staff report to examine options to add an interrupter clause and to amend Section 4(c)(iv) a. of Administrative Order 2014-020-GOV to read as “provides up to five (5) consecutive years of sustainable funding.”**

**MOTION TO AMEND PUT AND PASSED.**

Staff clarified for members of the Standing Committee that the request for the consideration of an interrupter clause would require a supplementary staff report. Following further discussion, the Standing Committee proposed to reconsider the previous motion with the intention to separate the recommendations for the purpose of expediting the process.

MOVED by Councillor Deagle Gammon, seconded by Councillor Cleary

**THAT the Audit & Finance Standing Committee reconsider the motion to request a supplementary staff report to examine options to add an interrupter clause and to amend Section 4(c)(iv) a. of Administrative Order 2014-020-GOV to read as “provides up to five (5) consecutive years of sustainable funding.”**

**MOTION TO RECONSIDER PUT AND PASSED.**

MOVED by Councillor Deagle Gammon, seconded by Councillor Hendsbee

**THAT the Audit & Finance Standing Committee request a supplementary staff report to examine options to add an interrupter clause.**

**MOTION PUT AND PASSED.**

MOVED by Councillor Deagle Gammon, seconded by Councillor Cleary

**THAT the Audit & Finance Standing Committee amend Section 4(c)(iv) a. of Administrative Order 2014-020-GOV to read as “provides up to five (5) consecutive years of sustainable funding.”**

**MOTION TO AMEND PUT AND PASSED.**

The main motion reads as following:

**THAT the Audit & Finance Standing Committee recommend that Regional Council adopt the amendments to the Administrative Order 2014-020-GOV, Respecting Marketing Levy Special Event Reserve Grants as set out in Attachment 2 of the November 18, 2020 report with an amendment to Section 4(c)(iv) a. of Administrative Order 2014-020-GOV to read as “provides up to five (5) consecutive years of sustainable funding.”**

**MOTION PUT AND PASSED.**

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## **15.2 Analysis and Predictive Modeling Tools – Budget Increase Report**

The following was before the Committee:

- A staff recommendation report dated November 18, 2020

MOVED by Councillor Cleary, seconded by Councillor Hendsbee

**THAT the Audit & Finance Standing Committee approve the transfer of \$37,000 from capital project CE200004 – Fire Services Equipment Replacement to capital project CI990021 – Data Management.**

**MOTION PUT AND PASSED.**

**16. NOTICES OF MOTION – NONE**

**17. DATE OF NEXT MEETING – April 21, 2021**

**18. ADJOURNMENT**

The meeting adjourned at 11:46 a.m.

Simon Ross-Siegel  
Legislative Assistant