



**AUDIT AND FINANCE STANDING COMMITTEE  
SPECIAL MEETING  
DRAFT MINUTES  
June 21, 2021**

PRESENT: Councillor Russell, Chair  
Councillor Deagle Gammon, Vice Chair  
Councillor Hendsbee  
Councillor Purdy  
Councillor Cleary  
Councillor Morse  
Mayor Savage

STAFF: Jacques Dubé, Chief Administrative Officer  
Crystal Nowlan, Manager, Asset Management  
John Traves, Municipal Solicitor  
Evangeline Colman-Sadd, Auditor General, Halifax Regional Municipality  
Annie Sherry, Legislative Assistant  
Simon Ross-Siegel, Legislative Assistant

*Please note these minutes require approval at a future meeting of the Audit and Finance Standing Committee.*

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

*The agenda, reports, supporting documents, information items circulated, and video are online at [halifax.ca](http://halifax.ca).*

*The meeting was called to order at 10:01 a.m. The Standing Committee adjourned at 10:52 a.m.*

**1. CALL TO ORDER**

The meeting was called to order at 10:01 a.m.

**2. APPROVAL OF MINUTES – May 19, 2021**

MOVED by Councillor Deagle Gammon, seconded by Councillor Purdy

**THAT the minutes of the May 19, 2021 Audit and Finance Standing Committee be approved**

**MOTION PUT AND PASSED.**

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

*Additions- None*

*Deletions- None*

MOVED by Councillor Hendsbee, seconded by Mayor Savage

**THAT the agenda be approved as presented**

**MOTION PUT AND PASSED.**

**4. BUSINESS ARISING OUT OF THE MINUTES**

**5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS**

**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 AUDITOR GENERAL**

**12.1.1 Follow-up Review – 2019 Audits**

The following was before the Standing Committee:

- An information report dated June 8, 2021
- A presentation titled, *Follow-up Review – 2019 Audits*, dated June 16, 2021

Evangeline Colman-Sadd, Auditor General, presented the Follow-Up Review of the 2019 Audits. Topics included:

- Payroll Management Follow-up Review
  - 56% of recommendations implemented
- Purchasing Card Program Follow-up Review

- 100% of recommendations implemented
- Road and Sidewalk Asset Management Follow-up Review
  - 40% of recommendations implemented
- Upcoming Follow-up Reviews
  - LED Streetlight Conversion Project
  - HRM'S New Website Project
  - Fleet Vehicle Use, Car Allowances and Mileage Audit

Evangeline Colman-Sadd responded to questions of clarification from members of the Committee regarding scope of the follow-up reviews and methods of prioritization for road and sidewalk construction projects.

Evangeline Colman-Sadd outlined the follow-up review process. The Auditor General's Office outlines all recommendations that were agreed to, asks for key contacts on each of the recommendations from the Business Unit, and a management self-assessment takes place to determine which recommendations were completed. The Auditor General's Office reviews this assessment and determines what needs to be done to complete a review level of assurance, and then follows up with the Business Unit to share their findings. Evangeline Colman-Sadd noted that the Audit and Finance Standing Committee could request an implementation plan from the Business Unit that was the subject of an audit a month or two following its completion, and that this would aid in the review process.

## **12.2 STAFF**

### **12.2.1 Neptune Theatre Funding Request**

The following was before the Standing Committee:

- A staff recommendation report dated May 5, 2021

MOVED by Mayor Savage, seconded by Councillor Cleary

**THAT the Audit and Finance Standing Committee recommend that Halifax Regional Council authorize the Chief Administrative Officer to execute a contribution agreement with Neptune Theatre for a contribution of up to \$100,000, subject to Neptune Theatre providing certain informational requirements as set forth in this report.**

Jamie MacLellan, Community Developer, responded to questions of clarification from the Committee regarding the definition of and funding parameters for anchor organizations.

**MOTION PUT AND PASSED.**

### **12.2.2 Budget Changes – Composting Facilities Recapitalization**

The following was before the Standing Committee:

- A staff recommendation report dated June 1, 2021

MOVED by Councillor Cleary, seconded by Councillor Mayor Savage

**THAT the Audit and Finance Standing Committee recommend that Halifax Regional Council:**

1. **Approve a budget increase to the 2021/22 approved gross capital budget, to increase Project Account No. CW190005 Burnside Composting Facility Repairs in the amount of \$539,000; and**

- 2. Approve an unbudgeted reserve withdrawal of \$539,000 from Q556, Solid Waste Facilities Reserve to fund this increase, as outlined in the Financial Implications section of this report.**

Andrew Philopoulos, Manager of Solid Waste Resources, responded to questions of clarification from the Committee regarding corrosion challenges and timing of the contract.

**MOTION PUT AND PASSED.**

**12.3 GRANTS COMMITTEE – NONE**

**12.4 COMMITTEE MEMBERS - NONE**

**13. MOTIONS – NONE**

**14. IN CAMERA (IN PRIVATE) – NONE**

**15. ADDED ITEMS - NONE**

**16. NOTICES OF MOTION - NONE**

**17. PUBLIC PARTICIPATION - NONE**

**18. DATE OF NEXT MEETING – July 21, 2021**

**19. ADJOURNMENT**

The Committee adjourned at 10:52 a.m.

Annie Sherry  
Legislative Assistant