



**AUDIT AND FINANCE STANDING COMMITTEE
DRAFT MINUTES
September 15, 2021**

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

REGRETS: Mayor Savage
Councillor Cleary

STAFF: Jacques Dubé, Chief Administrative Officer
Jerry Blackwood, Chief Financial Officer
John Traves, Municipal Solicitor
Evangeline Colman-Sadd, Auditor General, Halifax Regional Municipality
Ashley Maxwell, Lead Auditor, Halifax Regional Municipality
Annie Sherry, Legislative Assistant
Krista Vining, Legislative Assistant

These minutes are considered draft and will require approval by the Audit and Finance Standing Committee at a future meeting.

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.

**Audit and Finance Standing Committee Special Meeting
Draft Minutes
September 15, 2021**

The meeting was called to order at 10:04 a.m. The Committee moved In Camera at 11:17 a.m. and reconvened at 11:53 a.m. The meeting adjourned at 12:26 p.m.

1. CALL TO ORDER

The Chair called the meeting to order at 10:04 a.m.

2. APPROVAL OF MINUTES – August 18, 2021

MOVED by Councillor Deagle Gammon, seconded by Councillor Hendsbee

THAT the minutes of August 18, 2021 be approved as circulated.

MOTION PUT AND PASSED.

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

Additions: None
Deletions: None

MOVED by Councillor Morse, seconded by Councillor Purdy

THAT the agenda be approved as presented.

MOTION PUT AND PASSED.

Later in the meeting, as provided for in section 37 (1) of Administrative Order One, *Respecting the Procedures of the Council*, the Standing Committee requested that item 12.2.3 Award – Tender 21-175 – Grahams Grove Facility be considered prior to item 12.2.2.

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 AUDITOR GENERAL

12.1.1 Management of Fire Inspection Program Audit

The following was before the Standing Committee:

- Staff recommendation report dated September 13, 2021
- Staff presentation dated September 15, 2021

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Evangeline Colman-Sadd, Auditor General, and Ashley Maxwell, Lead Auditor, provided a presentation on the Management of Fire Inspection Program Audit and responded to questions of clarification from the Committee. A copy of the presentation is on file.

Evangeline Colman-Sadd, Auditor General, outlined the scope of issues identified within the Management of Fire Inspection Program Audit and 14 recommendations for Halifax Regional Fire and Emergency to address.

MOVED by Councillor Deagle Gammon, seconded by Councillor Morse

THAT the Audit and Finance Standing Committee recommend that Halifax Regional Council request that Halifax Regional Fire and Emergency Services develop an action plan within 60 days to meet the requirements as outlined in the September 13, 2021 Management of Fire Inspection Program Audit Report.

Chief Ken Stuebing, Executive Director, and Division Chief Matt Covey, Halifax Regional Fire and Emergency, responded to questions of clarification from the Standing Committee regarding the Fire Safety Act and ongoing restructuring efforts within the organization.

John Traves, Municipal Solicitor, responded to questions of clarification from the Standing Committee.

MOVED by Councillor Deagle Gammon, seconded by Councillor Hendsbee

THAT the Audit and Finance Standing Committee convene to In Camera (In Private) to discuss Item 12.1.1 Management of Fire Inspection Program Audit

MOTION PUT AND PASSED.

As provided for in section 103 of Administrative Order One, The Audit and Finance Standing Committee moved to an In Camera (In Private) session at 11:17 a.m. and reconvened in public at 11:53 a.m.

Evangeline Colman-Sadd, Auditor General, proposed using the word, "recommendations" rather than, "requirements" as the Auditor General's report contains recommendations for management. As provided for in section 53 (2) of Administrative Order One, the amendment was accepted as friendly.

The motion as amended now read:

MOVED by Councillor Deagle Gammon, seconded by Councillor Morse

THAT the Audit and Finance Standing Committee recommend that Halifax Regional Council request that Halifax Regional Fire and Emergency Services develop an action plan within 60 days to meet the recommendations as outlined in the September 13, 2021 Management of Fire Inspection Program Audit Report.

MOTION PUT AND PASSED.

12.2 STAFF

12.2.1 Funding of Station Alerting Project (CI210013)

The following was before the Standing Committee:

- Staff recommendation report dated July 30, 2021

MOVED by Councillor Hendsbee, seconded by Councillor Morse

THAT the meeting be extended to 1:00 p.m.

MOTION PUT AND PASSED.

MOVED by Councillor Hendsbee, seconded by Councillor Morse

THAT the Audit and Finance Standing Committee approve the transfer of \$275,000 from capital project CI190005 – Intelligent Dispatching to capital project CI210013 – Station Alerting in the 2021/22 fiscal year.

David Meldrum, Deputy Chief, Halifax Fire and Emergency Services, responded to questions of clarification from the Committee.

MOTION PUT AND PASSED.

12.2.2 First Quarter 2021-22 Financial Report

The following was before the Standing Committee:

- Staff recommendation report dated September 7, 2021
- Staff presentation dated September 15, 2021

MOVED by Councillor Hendsbee, seconded by Councillor Morse

THAT the Audit & Finance Standing Committee forward the First Quarter 2021/22 Financial Report to Regional Council for their information.

David Harley, Manager of Accounting and Financial Reporting, gave a presentation on the First Quarter 2021-22 Financial Report and responded to questions of clarification from members of the Committee pertaining to addressing budget overages in the next budget cycle. A copy of the presentation is on file.

Jerry Blackwood, Chief Financial Officer, responded to questions of clarification from members of the Committee.

MOTION PUT AND PASSED.

12.2.3 Award – Tender 21-175 – Grahams Grove Facility

The following was before the Standing Committee:

- Staff recommendation report dated August 23, 2021

MOVED by Councillor Deagle Gammon, seconded by Councillor Purdy

THAT the Audit & Finance Standing Committee recommend that Regional Council:

- 1. Approve an unbudgeted withdrawal in the amount of \$639,621 (net HST included), from the General Contingency Reserve, Q421; and**
- 2. Increase 2021/22 Capital Project Number CB200010 – Regional Park Washrooms by \$639,621 (net HST Included); and**
- 3. Approve an increase of \$18,361 (net HST included) to RHAD Architects (PO 2070833916), for additional consulting services with funding from Project Account No. CB200010 – Regional Park Washrooms; and**
- 4. Award Tender No. 21-175 Grahams Grove Facility, to the lowest bidder meeting specifications, Avondale Construction Limited , at a cost of \$2,299,165 (net HST included) with funding from Project Account No. CB200010 – Regional Park Washrooms; Project**

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**Account No. CB190008 – Energy Efficiency Initiatives; Project Account No. CB190009
Environmental Remediation/Building Demolition and CB200012 – HalifACT 2050 – Climate
Action Plan, as outlined in the Financial section of this report.**

John W. Macpherson, Acting Executive Director, Corporate and Customer Services, responded to questions of clarification from the Committee.

MOTION PUT AND PASSED.

12.3 GRANTS COMMITTEE – NONE

12.4 COMMITTEE MEMBERS – NONE

13. MOTIONS – NONE

14. IN CAMERA (IN PRIVATE)

15. ADDED ITEMS - NONE

16. NOTICES OF MOTION - NONE

17. PUBLIC PARTICIPATION - NONE

18. DATE OF NEXT MEETING – October 20, 2021

19. ADJOURNMENT

The meeting adjourned at 12:26 p.m.

Annie Sherry
Legislative Assistant