



**BUDGET COMMITTEE
(STANDING COMMITTEE OF THE WHOLE ON BUDGET)
MINUTES
January 10, 2018**

PRESENT: Councillor Bill Karsten, Chair
Mayor Mike Savage
Deputy Mayor Wayne Mason
Councillors: Steve Streach
David Hendsbee
Lorelei Nicoll
Sam Austin
Tony Mancini
Lindell Smith
Shawn Cleary
Russell Walker
Stephen Adams
Richard Zurawski
Matt Whitman
Lisa Blackburn
Steve Craig
Tim Outhit

STAFF: Jerry Blackwood, Acting Director of Finance & Asset Management/CFO
John Traves, Municipal Solicitor
Kevin Arjoon, Municipal Clerk
Krista Vining, Legislative Assistant
David Perusse, 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 9:30 a.m., and recessed at 11:39 a.m.
The Committee reconvened in at 1:04 p.m., recessed at 2:52 p.m. and reconvened at 3:02 p.m.
The Committee adjourned at 3:18 p.m.*

1. CALL TO ORDER

Councillor Karsten, Chair called the meeting to order at 9:30 a.m. in the Council Chamber, 3rd Floor City Hall, 1841 Argyle Street, Halifax.

2. APPROVAL OF THE MINUTES – December 13, 2017

A correction was noted that Councillor Craig was present at the December 13, 2017 meeting.

MOVED by Councillor Walker, seconded by Councillor Nicoll

THAT the minutes of December 13, 2017 be approved as presented.

MOTION PUT AND PASSED.

Prior to hearing the presentation from the CAO Business Unit (Item 3) the following motion was put forward:

MOVED by Councillor Walker, seconded by Councillor Mason

THAT Section 9 (3) of AO1, regarding Notice, be waived to hold a Special Committee of a Whole meeting at 11:45 a.m. on January 10, 2018 to receive a verbal update on a personnel matter.

MOTION PUT AND PASSED.

3. CHIEF ADMINISTRATIVE OFFICE

The following was before Council:

- A staff recommendation report dated January 2, 2018 with attached CAO Business Unit 2018/19 Multi-year Budget and Business Plan presentation

Jacque Dubé, Chief Administrative Officer (CAO) provided introductory remarks and presented the draft 2018-2019 Multi-year CAO Business Unit Budget and Business Plan. The CAO suggested increasing the out of town travel budget for the Councillor Support office by \$30,000, to address increased demands for engagement at events such as: Federation of Canadian Municipalities Board meetings, Union of Nova Scotia Municipalities related activity, speaking engagements and various conferences.

Councillor Karsten called three times for members of the public to address Budget Committee on the CAO Business Unit presentation; there were none.

MOVED by Councillor Outhit, seconded by Councillor Nicoll

THAT Budget Committee recommend that Halifax Regional Council direct staff to proceed to prepare the 2018/2019 Multi-year CAO Business Unit Budget and Business Plan, as proposed in the accompanying presentation and consistent with the preliminary fiscal direction.

Staff responded to questions from Budget Committee on the multi-year budget and business plan.

The Committee requested that further information be provided by staff on the following matters:

- A print out of comparisons for Individual Salary Comparisons (ISAs) 2017/18 Budget and 2017/18 Projected

- A detailed schedule/flow chart of the changes made to staffing counts (e.g. Municipal Clerks Office, Government Relations and External Affairs, Legal, Chief Administrative Office)

MOVED by Councillor Walker, seconded by Councillor Streach

THAT Budget Committee direct that a \$30,000 increase to the out of town travel budget in the Councillor Support office be added to the Parking Lot for future consideration in the 2018/2019 Budget.

The discussion ensued with staff responding to questions. The Committee requested further detail around the out of town travel budget (e.g. what is on list, number of events, number of Councillors attending and how often, how current budget is used). Additionally, it was noted that further discussion is needed around the parameters for out of town travel.

MOTION TO ADD TO THE PARKING LOT PUT AND PASSED.

The discussion ensued on the main motion.

MOTION PUT AND PASSED.

4. LEGAL, MUNICIPAL CLERK AND EXTERNAL AFFAIRS

The following was before Council:

- A staff recommendation report dated January 2, 2018 with attached Legal, Municipal Clerk and External Affairs 2018/19 Multi-year Budget and Business Plan presentation

John Traves, Director of Legal Services presented the draft 2018-2019 Multi-year Legal, Municipal Clerk and External Affairs Budget and Business Plan. A correction was noted on page 14 of the staff presentation - Staff Counts, that the 2018-19 Proposed total should be 64.6.

Councillor Karsten called three times for members of the public to address Budget Committee on the Legal, Municipal Clerk and External Affairs presentation; there were none.

MOVED by Councillor Craig, seconded by Councillor Zurawski

THAT Budget Committee recommend that Halifax Regional Council direct staff to proceed to prepare the 2018/2019 Multi-year Legal, Municipal Clerk and External Affairs Budget and Business Plan, as proposed in the accompanying presentation and consistent with the preliminary fiscal direction.

The Committee discussed the multi-year budget and business plan with staff responding to questions.

MOTION PUT AND PASSED.

The Committee recessed at 11:39 a.m. to convene to the special Committee of the Whole session.

The Committee reconvened at 1:04 p.m.

5. HUMAN RESOURCES / OFFICE OF DIVERSITY AND INCLUSION

The following was before Council:

- A staff recommendation report dated January 2, 2018 with attached Human Resources / Office of Diversity and Inclusion 2018/19 Multi-year Budget and Business Plan presentation.

Cathi Mullally, Director of HRM Human Resources, presented the draft 2018-2019 Multi-year Human Resources Office of Diversity and Inclusion Budget and Business Plan.

Tracey Jones-Grant, Manager of the Office of Diversity and Inclusion, joined Cathi Mullally to present an overview of the Office of Diversity and Inclusion, including an overview of its mandate, strategic direction, and highlights of its work over the past year.

Councillor Karsten called three times for members of the public to address Budget Committee on the Human Resources / Office of Diversity and Inclusion presentation; there were none.

MOVED by Councillor Mancini, seconded by Councillor Nicoll

THAT Budget Committee recommend that Halifax Regional Council direct staff to proceed to prepare the 2018/2019 Multi-year Human Resources / Office of Diversity and Inclusion Budget and Business Plan, as proposed in the accompanying presentation and consistent with the preliminary fiscal direction.

The Committee discussed the Human Resources/Office of Diversity and Inclusion budget with staff responding to questions.

The Committee requested that further information be provided by staff on the following matters:

- A chart outlining what increases in the staff count (as reflected on slide 14 of Human Resources / Office of Diversity and Inclusion 2018/19 Multi-year Budget and Business Plan presentation) are based on actual net increases in staff versus increases resulting from reorganizations/re-distribution of existing staff.

MOTION PUT AND PASSED.

6. FINANCE AND ASSET MANAGEMENT

The following was before Council:

- A staff recommendation report dated December 12, 2017 with attached Finance and Asset Management 2018/19 Multi-year Budget and Business Plan presentation.

Jerry Blackwood, acting CFO, Asset and Finance Management presented the draft 2018-2019 Multi-year Finance and Asset Management Budget and Business Plan.

Councillor Karsten called three times for members of the public to address Budget Committee on the Finance and Asset Management presentation; there were none.

MOVED by Councillor Craig, seconded by Councillor Whitman

THAT Budget Committee recommend that Halifax Regional Council direct staff to proceed to prepare the 2018/2019 Multi-year Finance and Asset Management Budget and Business Plan, as proposed in the accompanying presentation and consistent with the preliminary fiscal direction.

MOTION PUT AND PASSED.

The Committee recessed at 2:52 p.m.

The Committee reconvened at 3:02 p.m.

7. OFFICE OF THE AUDITOR GENERAL

The following was before Council:

- A staff recommendation report dated January 2, 2018 with attached Office of the Auditor General 2018/19 Multi-year Budget and Business Plan presentation.

Evangeline Colman-Sadd, Auditor General, presented the draft 2018-2019 Multi-year Office of the Auditor General Budget and Business Plan.

Councillor Karsten called three times for members of the public to address Budget Committee on the Office of the Auditor General presentation; there were none.

MOVED by Councillor Mancini, seconded by Councillor Blackburn

THAT Budget Committee recommend that Halifax Regional Council direct staff to proceed to prepare the 2018/2019 Multi-year Office of the Auditor General Budget and Business Plan, as proposed in the accompanying presentation and consistent with the preliminary fiscal direction.

The Committee discussed the Auditor General Budget and Business Plan with staff responding to questions.

MOTION PUT AND PASSED.

8. ADJOURNMENT

The meeting was adjourned at 3:18 p.m.

Kevin Arjoon
Municipal Clerk