



**AUDIT & FINANCE STANDING COMMITTEE  
MINUTES  
April 13, 2016**

PRESENT: Councillor Linda Mosher, Chair  
Mayor Mike Savage  
Councillor Barry Dalrymple  
Councillor Gloria McCluskey  
Councillor Reg Rankin  
Councillor Steve Craig

REGRETS: Councillor Bill Karsten, Vice-Chair

STAFF: Ms. Amanda Whitewood, Chief Financial Officer  
Ms. Karen Brown, Municipal Solicitor  
Mr. Liam MacSween, Legislative Assistant

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

*The agenda, supporting documents, and information items circulated to the Standing Committee are available online: <http://www.halifax.ca/boardscom/SCfinance/160413afsc-agenda.php>*

*The meeting was called to order at 10:01 a.m. the Standing Committee moved into an In Camera (In Private) session at 10:28 a.m. and reconvened at 10:33 a.m. the Standing Committee adjourned at 10:34 a.m.*

**1. CALL TO ORDER**

Councillor Mosher, Chair called the meeting to order in Council Chambers, 3<sup>rd</sup> Floor City Hall, 1841 Argyle Street, Halifax.

**2. APPROVAL OF MINUTES – March 11, 2016**

MOVED by Councillor McCluskey, seconded by Councillor Rankin

**THAT the minutes of March 11, 2016 be approved as circulated. MOTION PUT AND PASSED.**

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

**Additions:**

15.1 Trap Neuter and Release (TNR) Program Funding Request

Councillor McCluskey requested that Information Item No. 1. Memorandum from the Chief Financial Officer, dated April 3, 2016 re: Risk Management Governance be brought forward for a staff presentation for the next meeting of the Audit & Finance Standing Committee to be held on May 11, 2016.

MOVED by Councillor McCluskey, seconded by Councillor Mayor Savage

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

Two-third majority vote required.

**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 – NONE**

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

**12. REPORTS**

**12.1 STAFF**

**12.1.1 Tangible Capital Asset Accounting Treatment (CE020001 - Police Services Replacement Equipment)**

The following was before the committee:

- *A staff recommendation report dated March 16, 2016*

MOVED by Councillor McCluskey, seconded by Mayor Savage

**THAT the Audit and Finance Standing Committee recommend that Halifax Regional Council approve an increase to Project Account CE020001 - Police Services Replacement Equipment in the amount of \$551,300 with funding from the approved Halifax Regional Police (HRP) 2015/16 Operating budget with no net change to the Project Budget**

Ms. Amanda Whitewood, Chief Financial Officer advised that the report is before the Audit & Finance Standing Committee primarily to ensure compliance with the Public Sector Accounting Board (PSAB) regulations required under the Municipal Government Act. She noted that funding will be allocated from the approved HRP 2015/16 Operating Budget.

**MOTION PUT AND PASSED.**

**12.1.2 Award RFP P15- 380 Review of Administrative Order 24 and Halifax Fire and Emergency Services Service Standard**

The following was before the Committee:

- *A staff recommendation report dated March 7, 2016*

MOVED by Councillor McCluskey, seconded by Mayor Savage

**THAT the Audit & Finance Regional Council recommend that Halifax Regional Council:**

- 1. Award RFP # P15-380 Review of Administrative Order 24 and Halifax Fire and Emergency Services Service Standard to the only proponent, Pomax Consultants for a cost of \$85,577 (net HST included);**
- 2. Approve the attached Strategic Studies Project Charter as contained in the March 7, 2016 staff report; and**
- 3. Approve the withdrawal in the amount of \$85,577 from the Strategic Studies Reserve, Q330, to fund the Review of Administrative Order 24 and Halifax Fire and Emergency Services Service Standard Study, as outlined in the Financial Implications Section of the staff report dated March 7, 2016**

In response to follow up question, Chief Doug Trussler, Halifax Fire and Emergency Services (HRFE) advised that the review of Administrative Order 24 comprises the next stage of HRFE's Business Plan, approved by Council in 2015. He commented that the current service delivery standard is over a decade old and needs to be reviewed.

Councillor Craig joined the meeting at 10:07 a.m.

In response to a follow up question, Ms. Whitewood advised that in some cases staff would not recommend funding strategic studies out of operational budgets. She noted that the Strategic Studies Reserve (Q330) was created for this purpose and that authorization from the Audit and Finance Standing Committee is required to utilize those funds.

**MOTION PUT AND PASSED.**

**12.1.3 Investment Activities – Quarter Ending December 31, 2015**

The following was before the committee:

- *A staff recommendation report dated March 24, 2016.*

MOVED by Councillor Rankin, seconded by Councillor Craig

**THAT that the Audit and Finance Standing Committee forward the staff report dated March 24, 2016 to Halifax Regional Council as an information item.**

**MOTION PUT AND PASSED.**

**12.2 OFFICE OF THE AUDITOR GENERAL – NONE**

**12.3 INVESTMENT POLICY ADVISORY COMMITTEE**

**12.3.1 Investment Policy Advisory Committee Report – Quarter ending December 31, 2015**

The following was before the committee:

- *A committee recommendation report dated March 24, 2016.*

MOVED by Councillor Craig, seconded by Councillor McCluskey

**THAT that the Audit and Finance Standing Committee forward the Investment Policy Advisory Committee report dated March 24, 2016 to Halifax Regional Council as an information item.**

**MOTION PUT AND PASSED.**

**12.4 GRANT COMMITTEE – NONE**

**12.5 SPECIAL EVENTS ADVISORY COMMITTEE – NONE**

**12.6 MEMBERS OF THE AUDIT & FINANCE STANDING COMMITTEE – NONE**

**13. MOTIONS – NONE**

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

**14.1 Personnel Matter**

**14.1.1 Appointments to Special Events Advisory Committee**

This matter was dealt with later in the meeting, please see page 5.

**15. ADDED ITEMS**

**15.1 Trap Neuter and Release (TNR) Program Funding Request**

The following was before the Audit & Finance Standing Committee:

- *A staff report dated March 29, 2016.*

MOVED by Mayor Savage, seconded by Councillor McCluskey

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

1. **Provide one-time funding in 2016-17 by way of a \$50,000.00 joint grant to the Nova Scotia SPCA and SPAY Day HRM Society to extend the TNR (trap-neuter-release) Program, to be funded from the existing 2016-17 Planning & Development budget, and further direct that the expenditure be managed through cost centre S320 Animal Control, cost element 8004 Grants; and**
2. **Recommend that Regional Council request a staff report on the feasibility of establishing a permanent grant program for spaying and neutering cats. Furthermore this report is to return to Regional Council in October, 2016.**

**MOTION PUT AND PASSED.**

**16. NOTICES OF MOTION – NONE**

**17. PUBLIC PARTICIPATION**

Councillor Mosher called three times for members of the public to address the Audit & Finance Standing Committee. There were no speakers present.

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

**14.1 Personnel Matter**

**14.1.1 Appointments to Special Events Advisory Committee**

This matter was dealt with In Camera (In Private). The following motion was ratified in public session:

MOVED by Councillor McCluskey, seconded by Councillor Craig

**THAT the Audit Finance Standing Committee:**

1. **Approve the appointments to the Special Events Advisory Committee for a term to November 30, 2016 as per Attachment one of the Private and Confidential staff report dated March 24, 2016**
2. **It is further recommended that the citizen appointments be released to the public following ratification and notification of the successful candidates.**

**MOTION PUT AND PASSED.**

**18. DATE OF NEXT MEETING – May 11, 2016**

**19. ADJOURNMENT**

The meeting adjourned at 10:34 a.m.

Liam MacSween  
Legislative Assistant