



**AUDIT AND FINANCE STANDING COMMITTEE
MINUTES
May 17, 2017**

PRESENT: Councillor Bill Karsten, Chair
Councillor Russell Walker
Councillor Stephen D. Adams
Councillor Matt Whitman
Deputy Mayor Steve Craig

REGRETS: Councillor Lorelei Nicoll, Vice Chair

STAFF: John Traves, Municipal Solicitor
Amanda Whitewood, Director of Finance & Information Technology/CFO
Sheilagh Edmonds, 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 Audit and Finance Standing Committee are available online: <http://www.halifax.ca/boardscom/SCfinance/index.php>

The meeting was called to order at 10:00 a.m. and adjourned at 10:44 a.m.

1. CALL TO ORDER

The Chair called the meeting to order at 10:00 a.m.

2. APPROVAL OF MINUTES – April 19, 2017

MOVED by Councillor Whitman, seconded by Councillor Walker

THAT the minutes of April 19, 2017 be approved.

MOTION PUT AND PASSED.

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

Additions:

- 15.1 Funding for Unbudgeted Grant — Parking Lot Reconstruction Maritime Conservatory of Performing Arts Society and Maritime Muslim Academy – Supplementary Report

At the request of Councillor Walker, the Committee agreed to move item 12.7.1 to be dealt with immediately following the Auditor General's presentation (item 10.3.1)

With the consent of all Committee members, the Chair advised that the agenda was approved as amended.

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 Presentation

10.3.1 Auditor General – Annual Report and 2017-18 Priorities

The following was before the Standing Committee:

- A presentation entitled Annual Report and Audit Priorities Presentation to Audit and Finance Standing Committee, May 17, 2017

Evangeline Colman-Sadd, Auditor General addressed the Committee and provided a presentation outlining the 2017-18 Audit Priorities of the Auditor General's Office. The priorities are:

- Drinking Water Safety (Halifax Water)
- Development Approvals (Planning and Development)
- Surplus Buildings (Finance and Asset Management)
- IT Roles (Halifax Regional Police)
- Procurement (Finance and Asset Management)

The Chair thanked the Auditor General for the presentation; there were no questions from the Committee.

As agreed during the approval of the order of business, the Standing Committee dealt with the following item at this time.

12.7.1 Update on Auditor General's May 2013 Recommendation Report – Councillor Karsten

The following was before the Committee:

- A Request for Audit and Finance Standing Committee Consideration form, submitted by Councillor Karsten

MOVED by Councillor Walker, seconded by Deputy Mayor Craig

That the Audit and Finance Standing Committee request a staff report providing an update on actions taken in response to the May 2013 Auditor General Report entitled, "Review of the Administrative Functions within HRM's Entities which are Governed by an Agency, Board or Commission," including any outstanding recommendations not yet addressed.

MOTION PUT AND PASSED.

11. INFORMATION ITEMS BROUGHT FORWARD – NONE

12. REPORTS

12.1 FINANCE AND RISK MANAGEMENT - NONE

12.2 INVESTMENT REPORTS:

12.2.1 Investment Activities – Quarter ending December 31, 2016

The following was before the Standing Committee:

- A staff recommendation report dated April 20, 2017.

MOVED by Councillor Walker, seconded by Councillor Whitman

THAT the Audit and Finance Standing Committee forward the April 20, 2017 staff report to Halifax Regional Council as an information item.

MOTION PUT AND PASSED.

12.2.2 Investment Policy Advisory Committee Report – Quarter ending December 31, 2016

The following was before the Standing Committee:

- A report dated April 13, 2017 submitted from the Co-Chairs of the Investment Policy Advisory Committee.

MOVED by Councillor Walker, seconded by Councillor Adams

THAT the Audit and Finance Standing Committee forward the April 13, 2017 report to Halifax Regional Council as an information item.

MOTION PUT AND PASSED.

12.3 AUDITOR GENERAL - NONE

12.4 STAFF – NONE

12.5 GRANTS COMMITTEE – NONE

12.6 SPECIAL EVENTS ADVISORY COMMITTEE – NONE

12.7 COMMITTEE MEMBERS:

12.7.1 Update on Auditor General’s May 2013 Recommendation Report – Councillor Karsten

This item was dealt with earlier in the agenda. See page 3.

13. MOTIONS - NONE

14. IN CAMERA (IN PRIVATE)

14.1 Minutes – April 19, 2017

MOVED by Councillor Walker, seconded by Councillor Whitman

That the minutes of April 19, 2017 be approved.

MOTION PUT AND PASSED.

15. ADDED ITEMS

15.1 Funding for Unbudgeted Grant — Parking Lot Reconstruction Maritime Conservatory of Performing Arts Society and Maritime Muslim Academy – Supplementary Report

The following was before the Standing Committee:

- A supplementary staff report dated May 11, 2017.

MOVED by Councillor Walker, seconded by Councillor Whitman

That the Audit and Finance Standing Committee recommend that Regional Council use the following as a funding source for the Grant for Parking Lot Reconstruction:

- (a) \$39,195.11 in uncommitted funds from the Community Grants Program (M311-8004);**
- (b) \$25,000 from the Capital District Funds, specifically**
 - a. District 7 - \$5,000**
 - b. District 8 - \$15,000**
 - c. District 9- \$5,000; and**
- (c) \$60,000 from the Risk Reserve – General Contingency Reserve (Q421)**

Peta-Jane Temple, Team Lead, Tax, Grants and Special Projects and Amanda Whitewood, CFO/Director of Finance & Information Technology responded to questions.

Deputy Mayor Craig expressed concern that the recommendation would deplete the funds from Community Grants program. The Deputy Mayor suggested that rather than take the funds from the Community Grants Program, the amount come from the Risk Reserve.

Amanda Whitewood, Director of Finance & Information Technology/CFO advised that there were sufficient funds in the Risk Reserve to cover the amount noted by Deputy Mayor Craig.

MOVED by Deputy Mayor Craig, seconded by Councillor Walker

That the motion be amended to fund item (a) \$39,195.11 from the Risk Reserve – General Contingency Reserve (Q421) rather than Community Grants Program.

THE MOTION TO AMEND WAS PUT AND PASSED.

Councillor Adams asked for confirmation that this motion is consistent with policy. The Municipal Solicitor indicate he had no concerns.

The amended motion now reads:

MOVED by Councillor Walker, seconded by Councillor Whitman:

The Audit and Finance Standing Committee recommends Halifax Regional Council use the following as a funding source for the Grant for Parking Lot Reconstruction:

- (a) **\$25,000 from the Capital District Funds, specifically**
 - a. **District 7 - \$5,000**
 - b. **District 8 - \$15,000,**
 - c. **District 9 - \$5,000; and,**
- (b) **\$99,195.11 from the Risk Reserve - General Contingency Reserve (Q421).**

MOTION AS AMENDED PUT AND PASSED UNANIMOUSLY.

16. NOTICES OF MOTION - NONE

17. PUBLIC PARTICIPATION

No one came forward to address the Standing Committee during public participation

18. DATE OF NEXT MEETING – June 21, 2017

19. ADJOURNMENT

The meeting adjourned at 10:44 a.m.

Sheilagh Edmonds
Legislative Assistant