



**AUDIT AND FINANCE STANDING COMMITTEE
MINUTES
January 9, 2019**

PRESENT: Councillor Russell Walker, Chair
Councillor Lorelei Nicoll, Vice Chair
Councillor Steve Craig
Councillor Bill Karsten
Councillor Stephen D. Adams
Councillor Matt Whitman
Mayor Savage

STAFF: Jacques Dubé, Chief Administrative Officer
John Traves, Municipal Solicitor
Jane Fraser, Chief Financial Officer
Krista Vining, 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 10:00 a.m. and adjourned at 10:52 a.m.

1. CALL TO ORDER

The Chair called the meeting to order at 10:00 a.m. in Halifax Hall, 2nd Floor City Hall, 1841 Argyle Street, Halifax.

2. APPROVAL OF MINUTES – November 28th and December 3, 2018

MOVED by Councillor Karsten, seconded by Councillor Nicoll

THAT the minutes of November 28th and December 3, 2018 be approved as circulated.

MOTION PUT AND PASSED.

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

Deletion:

18. ELECTION OF CHAIR AND VICE CHAIR

This matter was dealt with at the Standing Committee's November 28, 2018 meeting and was placed on the January 9, 2019 agenda in error.

MOVED by Councillor Nicoll, seconded by Councillor Whitman

THAT the agenda be approved as amended.

MOTION PUT AND PASSED.

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

11. INFORMATION ITEMS BROUGHT FORWARD – NONE

12. AUDITOR GENERAL

12.1 Property Tax Management Audit

The following was before the Standing Committee:

- Auditor General report entitled: Property Tax Management Audit, January 2019
- A presentation entitled: Property Tax Management Audit

Evangeline Coleman-Sadd Auditor General and Paul Flinn, Audit Director presented their audit of Property Tax Management. Highlights were as follows:

- Overall positive results with areas for improvement
- Billing and collection follow established policy
- Tax correctly billed

- Property tax recorded in 2016-2017 and 2017-18 reasonable
- Administration of property tax agreements should be improved
- Property tax information system has significant weaknesses; new system required
 - Access to property tax system not limited to those who need it

It was noted that management has accepted all five (5) of the Auditor General's recommendations. The Auditor General encouraged the Standing Committee to discuss detailed plans and deadlines to deal with the recommendations with management prior to their follow up with management in 18 months.

The Standing Committee discussed the Auditor's findings with the Auditor General and Jane Fraser, Chief Financial Officer responding to questions.

12.2 FINANCE AND RISK MANAGEMENT – NONE

12.3 INVESTMENT REPORTS

12.3.1 Investment Policy Advisory Committee Report – Quarter Ending September 30, 2018

The following was before the Standing Committee:

- A report from the Co-Chairs of the Investment Policy Advisory Committee dated December 18, 2018

MOVED by Councillor Whitman, seconded by Councillor Nicoll

THAT the Audit and Finance Standing Committee forward the December 18, 2018 report from the Investment Policy Advisory Committee to Halifax Regional Council as an information item.

MOTION PUT AND PASSED.

12.3.2 Investment Activities – Quarter Ending September 30, 2018

The following was before the Standing Committee:

- A staff recommendation report dated December 18, 2018

MOVED by Councillor Whitman, seconded by Councillor Karsten

THAT the Audit and Finance Standing Committee forward the staff report dated December 18, 2018 to Halifax Regional Council as an information item.

MOTION PUT AND PASSED.

12.3.3 Amended Investment Policy

The following was before the Standing Committee:

- A staff recommendation report dated December 18, 2018

MOVED by Councillor Whitman, seconded by Mayor Savage

THAT the Audit and Finance Standing Committee recommend that Halifax Regional Council approve the amended Investment Policy as recommended by the Investment Policy Advisory Committee.

Renée Towns, CPA, CGA, CTP, Deputy Treasurer responded to questions, explaining the amendments to the Investment Policy:

1. Update the Policy to specify the portfolio will be rebalanced semi-annually;
2. Assign counterparty percentage limits that align with other municipalities; and

3. Consolidate the sector weight schedules.

MOTION PUT AND PASSED.

12.3.4 Investment Policy Advisory Committee Report – Annual Investment Policy Review

The following was before the Standing Committee:

- A report from the Co-Chairs of the Investment Policy Advisory Committee dated December 18, 2018

MOVED by Councillor Whitman, seconded by Councillor Nicoll

THAT the Audit and Finance Standing Committee recommend that Halifax Regional Council approve the amended Investment Policy attached as Appendix A of the Investment Policy Advisory Committee report dated December 18, 2018.

MOTION PUT AND PASSED.

12.4 STAFF

12.4.1 Award-Tender No. 18-376, Supply & Install Two Truck Scales at Halifax Materials Recover Facility

The following was before the Standing Committee:

- A staff recommendation report dated November 9, 2018

MOVED by Councillor Craig, seconded by Councillor Nicoll

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

1. Approve a budget increase to Project Account No. CW000007 Materials Recovery Facility Repair, in the amount of \$46,000 to be funded as an unbudgeted withdrawal from the Solid Waste Facility Reserve, Q556 in 2018/19; and

2. Award Tender No. 18-376, Supply & Install Two Truck Scales at Halifax Materials Recovery Facility to the lowest bidder meeting specifications, Cumberland Paving and Contracting for a Total Tender Price of \$308,166 (net HST included).

During the discussion, a question was raised on whether there would be a change in operating costs for maintenance. Jane Fraser, Chief Financial Officer indicated they would follow up with Transportation and Public Works staff to get this information.

MOTION PUT AND PASSED.

12.5 GRANTS COMMITTEE – NONE

12.6 COMMITTEE MEMBERS – NONE

13. MOTIONS – NONE

14. IN CAMERA (IN PRIVATE)

The Standing Committee may rise and go into a private In Camera session, in accordance with Section 19 of the Halifax Regional Municipality Charter, for the purpose of dealing with the following:

14.1 In Camera (In Private) Minutes – November 28, 2018

MOVED by Councillor Nicoll, seconded by Councillor Whitman

THAT the In Camera (In Private) minutes of November 28, 2018 be approved as circulated.

MOTION PUT AND PASSED.

15. ADDED ITEMS – NONE

16. NOTICES OF MOTION – NONE

17. PUBLIC PARTICIPATION

No members of the public came forward at this time.

18. ELECTION OF CHAIR AND VICE CHAIR

This matter was deleted during the approval of the agenda, see page 2.

**19. DATE OF NEXT MEETING – February 20, 2019 at 10 a.m., Council Chamber, 3rd Floor City Hall,
1841 Argyle Street, Halifax**

20. ADJOURNMENT

The meeting adjourned at 10:52 a.m.