



**AUDIT AND FINANCE STANDING COMMITTEE  
SPECIAL MEETING  
DRAFT MINUTES  
August 19, 2020**

**PRESENT:** Councillor Lorelei Nicoll, Vice Chair  
Councillor Stephen Adams  
Councillor Bill Karsten  
Councillor Paul Russell

**REGRETS:** Councillor Russell Walker, Chair  
Mayor Mike Savage  
Councillor Matt Whitman

**STAFF:** John Traves, Municipal Solicitor  
Jane Fraser, Chief Financial Officer  
Renee Towns, Manager of Revenue and Treasurer  
Robyn Dean, 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, and information items circulated are online at [halifax.ca](http://halifax.ca).*

*The meeting was called to order at 11:32 a.m. The meeting adjourned at 11:46 a.m.*

**1. CALL TO ORDER**

The Vice Chair called the meeting to order at 11:32 a.m.

**2. APPROVAL OF MINUTES – March 11 & May 25, 2020**

MOVED by Councillor Karsten, seconded by Councillor Russell

**THAT the March 11 & May 25, 2020 minutes of the Audit and Finance Standing Committee be approved as circulated.**

**MOTION PUT AND PASSED.**

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

MOVED by Councillor Karsten, seconded by Councillor Russell

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

**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**

**10.3 Presentations – None**

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

**12. REPORTS**

**12.1 AUDITOR GENERAL – NONE**

**12.2 STAFF**

**12.2.1 Write-Off of Uncollectible Accounts**

The following was before the Standing Committee:

- A staff recommendation report dated February 14, 2020

MOVED by Councillor Karsten, seconded by Councillor Russell

**THAT the Audit and Finance Standing Committee:**

- 1. Forward the staff report dated February 14, 2020 to Halifax Regional Council for approval;**
- 2. Forward the private and confidential In Camera report “Write off of Uncollectible Account – Details” dated February 14, 2020 to Halifax Regional Council as an In Camera Information Report, and that the report not be released to the public;**

*These minutes are considered draft and will require approval at a future meeting.*

- 3. The real property tax accounts in the amount of \$17,070.18 comprised of \$14,270.10 principal and \$2,800.08 interest as summarized in Schedule 1 of the staff report dated February 14, 2020 be formally written out of the books of account;**
- 4. The general revenue accounts in the amount of \$67,252.70 comprised of \$61,834.80 principal and \$5,417.90 interest as summarized in Schedule 1 of the staff report dated February 14, 2020 be formally written out of the books of account;**
- 5. The recreation accounts in the amount of \$30,416.49 comprised of \$30,416.49 principal and \$0.00 interest as summarized in Schedule 1 of the staff report dated February 14, 2020 be formally written out of the books of account; and,**
- 6. The capital account in the amount of \$1,051,000 comprised of \$1,051,000 principal and \$0.00 interest as summarized in Schedule 1 of the staff report dated February 14, 2020 be formally written out of the books of account.**

The Standing Committee discussed the report with Renee Towns, Manager of Revenue and Treasurer, responding to questions.

**MOTION PUT AND PASSED.**

- 12.3 GRANTS COMMITTEE – NONE**
- 12.4 COMMITTEE MEMBERS – NONE**
- 13. MOTIONS – NONE**

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

**Private and Confidential Information Item:**

- 1. Information Report dated February 14, 2020**

**15. ADDED ITEMS – NONE**

**16. NOTICES OF MOTION – NONE**

**17. DATE OF NEXT MEETING – September 16, 2020**

**18. ADJOURNMENT**

The meeting was adjourned at 11:46 a.m.

Robyn Dean  
Legislative Assistant