



**AUDIT AND FINANCE STANDING COMMITTEE
DRAFT MINUTES
February 21, 2024**

PRESENT: Deputy Mayor Cathy Deagle Gammon, Vice Chair
Councillor David Hendsbee
Councillor Iona Stoddard
Councillor Shawn Cleary
Councillor Pam Lovelace

REGRETS: Councillor Paul Russell, Chair

STAFF: Jerry Blackwood, Executive Director of Finance and Asset
Management/Chief Financial Officer
John Traves, K.C., CD, Executive Director of Legal & Legislative Services
/Municipal Solicitor/Chief Governance Officer
Dorothy Maponga, Legislative Assistant

These minutes are considered draft and will require approval by 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, information items circulated, and video (if available) are online at halifax.ca.

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**Audit and Finance Standing Committee
Draft Minutes
February 21, 2024**

The meeting was called to order at 10:00 a.m. The Standing Committee moved into an In Camera (In Private) session at 10:40 a.m. and reconvened at 10:49 a.m. The Standing Committee adjourned at 10:52 a.m.

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

The Chair called the meeting to order at 10:00 a.m. and acknowledged that the meeting took place in the traditional and ancestral territory of the Mi'kmaq people, and that we are all treaty people.

2. APPROVAL OF MINUTES – January 17, 2024

MOVED by Councillor Stoddard, seconded by Councillor Hendsbee

THAT the minutes of January 17, 2024 be approved as circulated.

MOTION PUT AND PASSED.

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

Additions: None

Deletions: None

MOVED by Councillor Hendsbee, seconded by Councillor Stoddard

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 Presentation – None

11. PUBLIC PARTICIPATION

The Chair noted there were no registered speakers and called three times for any other members of the public wishing to speak; there were none.

12. INFORMATION ITEMS BROUGHT FORWARD – NONE

13. REPORTS

13.1 AUDITOR GENERAL – NONE

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13.2 STAFF

13.2.1 2023/2024 Write off of Uncollectible Accounts

The following was before the Standing Committee:

- Staff report dated January 16, 2024

MOVED by Councillor Hendsbee, seconded by Councillor Stoddard

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

- a) The real property tax accounts in the amount of \$17,157.54 comprised of \$11,415.39 principal and \$5,742.15 interest as summarized in Schedule 1 of the staff report dated January 16, 2024 be formally written out of the books of account;**
- b) The general revenue accounts in the amount of \$18,342.94 comprised of \$14,581.72 principal and \$3,761.22 interest as summarized in Schedule 1 of the staff report dated January 16, 2024 be formally written out of the books of account; and**
- c) The recreation accounts in the amount of \$16,066.08 comprised of \$16,066.08 principal and \$0.00 interest as summarized in Schedule 1 of the staff report dated January 16, 2024 be formally written out of the books of account.**

John Traves, K.C., CD, Executive Director of Legal & Legislative Services /Municipal Solicitor/Chief Governance Officer, Vicki Robertson, Director, Revenue and Jerry Blackwood, Executive Director of Finance and Asset Management/Chief Financial Officer responded to questions of clarification from the Standing Committee.

MOTION PUT AND PASSED.

13.2.2 Third Quarter 2023-24 Financial Report

The following was before the Standing Committee:

- Staff report dated February 2, 2024
- Staff presentation dated February 21, 2024

Tiffany Smith, Manager, Service Delivery gave a presentation and responded to questions of clarification from the Standing Committee.

MOVED by Councillor Cleary, seconded by Councillor Lovelace

THAT the Audit and Finance Standing Committee forward the Third Quarter 2023/24 Financial Report dated February 2, 2024 to Regional Council for their information.

Dave Harley, Director, Accounting & Financial Reporting and Jerry Blackwood, Executive Director of Finance and Asset Management/Chief Financial Officer responded to questions of clarification from the Standing Committee.

MOTION PUT AND PASSED.

13.3 GRANTS COMMITTEE - NONE

13.4 MEMBERS OF STANDING COMMITTEE – NONE

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14. MOTIONS - NONE

15. IN CAMERA (IN PRIVATE)

MOVED by Councillor Cleary, seconded by Councillor Stoddard

THAT Audit and Finance Standing Committee convene to In Camera (In Private) to discuss Item 15.1 PERSONNEL MATTER.

MOTION PUT AND PASSED.

15.1 PERSONNEL MATTER - Private and Confidential Report

This matter was dealt with In Camera (In Private) and ratified in public as follows:

The following was before the Standing Committee:

- Private and confidential report dated January 15, 2024
- Private and confidential handout dated February 21, 2024

MOVED by Councillor Cleary, seconded by Councillor Lovelace

THAT the Audit and Finance Standing Committee:

- 1. Adopt the recommendations as outlined in the private and confidential report dated January 15, 2024; and**
- 2. Direct that the private and confidential report dated January 15, 2024 be maintained private and confidential.**

MOTION PUT AND PASSED.

16. ADDED ITEMS – NONE

17. NOTICES OF MOTION – NONE

18. DATE OF NEXT MEETING – March 20, 2024

19. ADJOURNMENT

The meeting adjourned at 10:52 a.m.

Dorothy Maponga
Legislative Assistant