



**AUDIT AND FINANCE STANDING COMMITTEE  
MINUTES  
January 22, 2018**

**PRESENT:** Councilor Bill Karsten, Chair  
Councillor Stephen D. Adams  
Councillor Lorelei Nicoll  
Councillor Russell Walker, Vice Chair  
Mayor Mike Savage

**REGRETS:** Councillor Steve Craig  
Councillor Matt Whitman

**STAFF:** John Traves, Municipal Solicitor  
Jerry Blackwood, Acting Director of Finance & FICT/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: [www.halifax.ca](http://www.halifax.ca)*

*The meeting was called to order at 1:00 p.m. and adjourned at 1:16 p.m.*

**1. CALL TO ORDER**

The Legislative Assistant called the meeting to order at 1:00 p.m.

**ELECTION OF CHAIR AND VICE CHAIR**

The Legislative Assistant called for nominations for Chair.

MOVED by Councillor Nicoll, seconded by Councillor Walker

**THAT Councillor Karsten be nominated as Chair.**

The Legislative Assistant called three times for further nominations; there being none, nominations were closed and **Councillor Karsten was declared Chair.**

The Chair called for nominations for Vice Chair.

MOVED by Councillor Adams, seconded by Mayor Savage

**THAT Councillor Walker be nominated for Vice-Chair**

The Chair called three times for further nominations; there being none, nominations were closed and **Councillor Walker was declared Vice-Chair.**

**2. APPROVAL OF MINUTES – November 15, 2017: and special meetings of November 14, 2017 and December 5, 2017**

MOVED by Councillor Nicoll, seconded by Councillor Adams

**THAT the minutes of November 15, 2017, November 14, 2017 and December 5, 2017 be approved.**

**MOTION PUT AND PASSED.**

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

Additions:

15.1 Councillor Karsten - Outline of Municipal Funds Disbursed through Grants and Funding Programs and Request for Jurisdictional Scan

15.2 RFP 17-380 – External Audit Services

MOVED by Councillor Adams, seconded by Councillor Walker

**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 - 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. INFORMATION ITEMS BROUGHT FORWARD – NONE
12. REPORTS
  - 12.1 FINANCE AND RISK MANAGEMENT - NONE
  - 12.2 INVESTMENT REPORTS:
    - 12.2.1 Staff Report - Investment Activities – Quarter ending September 30, 2017

The following was before the Standing Committee:

- A staff recommendation report dated December 7, 2017.

MOVED by Councillor Walker, seconded by Councillor Nicoll

**THAT the Audit and Finance Standing Committee forward the December 7, 2017 staff report to Halifax Regional Council as an information item.**

**MOTION PUT AND PASSED.**

- 12.2.1 Investment Policy Advisory Committee Report – Quarter Ending September 30, 2017

The following was before the Standing Committee:

- A report submitted from the Co-chairs of the Investment Policy Advisory Committee dated December 7, 2017.

MOVED by Councillor Walker, seconded by Councillor Nicoll

**THAT the Audit and Finance Standing Committee forward the December 7, 2017 Investment Policy Advisory Committee report to Halifax Regional Council as an information item.**

**MOTION PUT AND PASSED.**

- 12.3 AUDITOR GENERAL: NONE
- 12.4 STAFF:
  - 12.4.1 Approval of the 2018 Meeting Schedule

The following was before the Standing Committee:

- A staff recommendation report dated January 15, 2018

MOVED by Councillor Adams, seconded by Councillor Nicoll

**THAT the Audit and Finance Standing Committee approve the proposed meeting schedule for 2018 as presented in the Discussion section of the January 15, 2018 staff report.**

**MOTION PUT AND PASSED.**

**12.5 GRANTS COMMITTEE: NONE**

**12.6 SPECIAL EVENTS ADVISORY COMMITTEE: NONE**

**12.7 COMMITTEE MEMBERS: NONE**

**13. MOTIONS - NONE**

**14. IN CAMERA**

**14.1 Minutes – November 14, 2017**

MOVED by Councillor Nicoll, seconded by Councillor Walker

**THAT the minutes of November 14, 2017 be approved.**

**MOTION PUT AND PASSED.**

**15. ADDED ITEMS**

**15.1 Councillor Karsten - Outline of Municipal Funds Disbursed through Grants and Funding Programs and Request for Jurisdictional Scan**

The following was before the Standing Committee:

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

MOVED by Councillor Nicoll, seconded by Councillor Adams

**THAT the Audit and Finance Standing Committee request a staff report outlining the total amount of Municipal funds expended on funding programs, grants, tax breaks, subsidies, donations, and any in-kind financial support given to groups, organizations, and individuals annually for fiscal years 2014-2016 and conduct a jurisdictional scan to review this data alongside that of comparable municipalities.**

In response to a question of clarification on the motion, Councillor Karsten explained that when a new program is approved Council does not know the total amount of municipal funds that are being supplied, and the purpose of the report is to determine how much is spent on an annual basis.

Jerry Blackwood questioned, for clarification, if the report was to include the Councillors Discretionary Funds and, in response, Councillor Karsten advised that, although there is a report already generated on those funds, staff could include those funds in the requested staff report.

Councillor Walker questioned if staff would be able to include the 2016/17 fiscal year in the report. Jerry Blackwood concurred, and the motion was revised in this regard to read as follows:

**THAT the Audit and Finance Standing Committee request a staff report outlining the total amount of Municipal funds expended on funding programs, grants, tax breaks, subsidies, donations, and**

any in-kind financial support given to groups, organizations, and individuals annually for fiscal years 2014-2016/17 and conduct a jurisdictional scan to review this data alongside that of comparable municipalities.

**MOTION PUT AND PASSED**

**15.2 RFP 17-380 – External Audit Services**

The following was before the Standing Committee:

- A staff report dated January 17, 2018.

MOVED by Mayor Savage, seconded by Councillor Nicoll

**THAT the Audit and Finance Standing Committee recommend Council award of RFP 17-380 - External Audit Services to the sole bidder, KPMG, for a one-year term renewable for a maximum of five (5) years.**

**MOTION PUT AND PASSED.**

**16. NOTICES OF MOTION - NONE**

**17. PUBLIC PARTICIPATION**

No one came forward to address Community Council during Public Participation.

**18. DATE OF NEXT MEETING – February 21, 2018**

**19. ADJOURNMENT**

The meeting adjourned at 1:16 p.m.

Sheilagh Edmonds  
Legislative Assistant