



**AUDIT AND FINANCE STANDING COMMITTEE
MINUTES
March 21, 2018**

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

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, reports, supporting documents, information items circulated, and video (if available) are online at halifax.ca.

The meeting was called to order at 10:00a.m. and adjourned at 10:50 a.m.

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES – February 21, 2018

MOVED by Councillor Nicoll, seconded by Councillor Walker

THAT the minutes of February 21, 2018 be approved.

MOTION PUT AND PASSED.

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

Additions:

15.1 Payments for Halifax Convention Centre & Reserve Update

At the request of Councillor Walker, the Committee agreed to move up item 12.3.1 to be dealt with after item 11.

The Standing Committee unanimously agreed to accept the agenda 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 - None

11. INFORMATION ITEMS BROUGHT FORWARD – NONE

12.3 AUDITOR GENERAL:

12.3.1 2017-18 Annual Report and 2018-19 Audit Priorities

The following was before the Audit and Finance Standing Committee:

- A report entitled, 2017-18 Annual Report and 2018-19 Audit Priorities

Evangeline Colman-Sadd, Auditor General provided a presentation on the 2017-18 Annual Report and 2018-19 Audit Priorities and responded to questions.

12. REPORTS

12.1 FINANCE AND RISK MANAGEMENT

12.1.1 Write-off of Uncollectible Accounts

The following was before the Audit and Finance Standing Committee:

- A staff recommendation report dated March 6, 2018.

MOVED by Councillor Nicoll, seconded by Councillor Walker

THAT the Audit and Finance Standing Committee recommend:

1. The March 6, 2018 staff report be forwarded to HRM Regional Council for approval;
2. The private and confidential In Camera staff report dated March 6, 2018 "Write-off of Uncollectible Account – Details" be forwarded to HRM Regional Council as an In Camera Information Report, and that the report not be released to the public;
3. The real property tax accounts in the amount of \$50,509.48 comprised of \$44,066.09 principal and \$6,443.39 interest as summarized in Schedule 1 be formally written out of the books of account;
4. The general revenue accounts in the amount of \$45,756.75 comprised of \$34,773.57 principal and \$10,983.18 interest as summarized in Schedule 1 be formally written out of the books of account;
5. The recreation accounts in the amount of \$13,361.13 comprised of \$13,361.13 principal and \$0.00 interest as summarized in Schedule 1 be formally written out of the books of account;
6. The library accounts in the amount of \$5,292.51 comprised of \$5,292.51 principal and \$0.00 interest as summarized in Schedule 1 be formally written out of the books of account.

Renee Towns, Acting Manager of Revenue and Jerry Blackwood, Acting Director /CFO, Finance and Asset Management responded to questions.

MOTION PUT AND PASSED.

12.1.2 Audit of the Consolidated Financial Statement of HRM

The following was before the Audit and Finance Standing Committee:

- A staff recommendation report dated February 27, 2018.

Jamie O'Neil, KPMG, provided a presentation on HRM's Audit Planning Report for the year ended March 31, 2018.

MOVED by Councillor Walker, seconded by Councillor Nicoll

THAT the Audit and Finance Standing Committee approve the Audit Planning report for the year end audit of HRM's consolidated financial statement, General Rate Surplus statement, and Miscellaneous Trust Funds statement as prepared by the Municipal Auditor (KPMG) and attached to the February 27, 2018.

MOTION PUT AND PASSED.

12.2 INVESTMENT REPORTS: NONE

12.4 STAFF

12.4.1 Award – Tender 18-150 Ice Slab Replacements – Scotia 1 – Cole Harbour Place

The following was before the Audit and Finance Standing Committee:

- A staff recommendation report dated February 19, 2018.

MOVED by Councillor Nicoll, seconded by Councillor Walker

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

1. **Approve an unbudgeted withdrawal in the amount of \$200,000 net HST included, from the Capital Fund Reserve, Q526;**
2. **Increase 2017/18 Capital Budget, Project Number CB000045 – Cole Harbour Place (CHP) by \$200,000, net HST Included, as outlined in the Financial section of this report;**
3. **Approve advanced capital, for the purpose of tendering and awarding, in the amount of \$150,000, from the 2018/19 proposed capital budget for Project Number CB000045 as part of the December 14, 2016 approved Multi-year project list;**
4. **Award Tender 18-150 Ice Slab Replacements- Scotia 1 - Cole Harbour Place to the lowest bidder meeting specification, Bird Construction Group, for a total price of \$1,437,228 (net HST included) with funding from CB000045 – Cole Harbour Place, as outlined in the Financial Implications section of this report.**

MOTION PUT AND PASSED.

12.4.2 Administrative Order 50 Disposal of Surplus Real Property – PID 00076471 1588 Barrington Street, Halifax

The following was before the Audit and Finance Standing Committee:

- A staff recommendation report dated February 2, 2018.

MOVED by Councillor Walker, seconded by Councillor Adams

THAT the Audit and Finance Standing Committee recommend Regional Council:

1. **Set a date for a public hearing to consider the sale of 1588 Barrington Street, Halifax, to the 1588 Barrington Building Preservation Society for the proposed less than market value price of \$1.00 as per the proposed terms and conditions set out in the Discussion section of this report and a Buy-Back Agreement included as Attachment 1 of this report;**
2. **Subject to the outcome of the public hearing, approve the sale and authorize the Mayor and Municipal Clerk to enter into an Agreement of Purchase and Sale with the 1588 Barrington Building Preservation Society as per the terms and conditions set out in Table 1 of this report;**
3. **Subject to confirmation from the 1588 Barrington Building Preservation Society that the sale is unconditional and is a firm and binding purchase agreement, approve and authorize the Chief Administrative Officer to execute a Contribution Agreement for a grant of up to \$250,000 under the terms and conditions contained in this report and included as Attachment 2;**
4. **Approve an unbudgeted reserve withdrawal from the General Contingency Reserve, Q421 to fund the grant, up to \$250,000; and,**
5. **Refer the 1588 Barrington Building Preservation Society's request for tax relief to the Tax Relief for Non-Profit Organizations Program pursuant to Administrative Order 2014-001-ADM.**

MOTION PUT AND PASSED.

12.5 SPECIAL EVENTS ADVISORY COMMITTEE - NONE

12.4 COMMITTEE MEMBERS - NONE

13. MOTIONS - NONE

14. IN CAMERA (IN PRIVATE) - NONE

15. ADDED ITEMS

15.1 Payments for Halifax Convention Centre & Reserve Update

The following was before the Standing Committee:

- A staff report dated March 6, 2018.

MOVED by Councillor Walker, seconded by Councillor Adams

THAT the Audit and Finance Standing Committee recommends Regional Council approve:

- 1. A payment of \$301,500 in respect of costs incurred for the Halifax Convention Centre for the period 2016-17;**
- 2. Subject to confirmation of the final 2017-18 year end, payment of up to 50% of Halifax Convention Centre costs incurred prior to substantial completion of the facility from the 2017-18 projected surplus; and,**
- 3. That staff return with additional updates and recommendations on the Halifax Convention Centre including an updated Business Case for the Halifax Convention Centre Reserve that includes Deed Transfer Taxes related to the Nova Centre.**

MOTION PUT AND PASSED.

16. NOTICES OF MOTION - NONE

17. PUBLIC PARTICIPATION

No one came forward during public participation.

18. DATE OF NEXT MEETING – April 18, 2018

19. ADJOURNMENT

The meeting adjourned at 10:50 a.m.

Sheilagh Edmonds
Legislative Assistant