



P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Information Item No. 2
Audit & Finance Standing Committee
December 10, 2025

TO: Chair and Members of Audit & Finance Standing Committee

FROM: Brad Anguish, Acting Chief Administrative Officer

DATE: December 2, 2025

SUBJECT: Forecast of Land Sales in Business Parks

INFORMATION REPORT

ORIGIN

July 8, 2025 Halifax Regional Council Item 15.1.5:

MOVED by Councillor Deagle Gammon, seconded by Councillor Morse

THAT Halifax Regional Council direct the Chief Administrative Officer (CAO) to direct staff to prepare a staff report considering the potential of hiring a consultant to develop a comprehensive forecast of land sales in business parks, including estimates of future sales volumes and market pricing, and return to Audit and Finance Standing Committee.

MOTION PUT AND PASSED UNANIMOUSLY.

BACKGROUND

During the July 8, 2025 Council meeting (continued on July 10, 2025), Regional Council debated the staff report titled "Sustainable Funding and HRM's Reserves." As part of its due diligence on reserve funding, the report recommended that a third-party consultant review future land sales in business parks. This review would help assess the long-term viability of the Business/Industrial Parks Expansion (Q616) Reserve.

DISCUSSION

Following the approval of the Sustainable Funding and HRM's Reserves report by Regional Council, staff issued a Request for Proposals (RFP) to find a consultant for a comprehensive forecast of land sales in business parks. Multiple proposals were received and evaluated using set criteria.

Turner Drake & Partners Ltd. submitted the winning proposal. Their bid was within the Chief Financial Officer's signing authority, as per section 29 of Administrative Order Number 2022-012-ADM. Staff have begun the process to formally award the contract to Turner Drake & Partners Ltd.

FINANCIAL IMPLICATIONS

The approved cost of the scope of work is \$52,418. Funding for the scope of work can be accommodated within Finance and Asset Management's 2025/26 Budget.

COMMUNITY ENGAGEMENT

No community engagement required.

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Charter, 2008 SNS c 39:

120 (1) The Municipality shall maintain a capital reserve fund.

.....

(6) The Municipality may maintain other reserve funds for such purposes as the Council may determine.

Administrative Order 2014-015-ADM, Respecting Reserve Funding Strategies.

Administrative Order 2022-012-ADM, Procurement Policy.

29. (1) The following pre-requisites apply to the execution of any procurement contract on behalf of the Municipality:

- (a) the award of the contract must be approved in accordance with the authorities set out in section 28 of this Administrative Order; and
- (b) for all contracts (except Low Value Purchases), the contract terms and conditions must be reviewed by Legal Services or be in the form of a template approved by Legal Services.

(2) The authority to execute procurement contracts on behalf of the Municipality is as follows:

Position	Signing Authority
CAO	Any contract
Director of Procurement	Any contract where the supplier is bound to the Municipality's standard terms & conditions
DCAO or Executive Director	Any contract where the award has been approved by the DCAO or Executive Director or by an employee in the Executive Director's Department.
Director	Per delegation of authority from their Executive Director

(3) The CAO may set further conditions or procedures and make further delegations regarding signing authority provided that such conditions, procedures and delegations are not inconsistent with this Administrative Order.

(4) An Executive Director may delegate to one or more Directors in their Department, the authority to execute contracts provided that:

- (a) the Procurement Section is given a list of such delegations showing the delegate's name and amount that they have been delegated; and
- (b) the amount of the delegation is no greater than the Executive Director's award authority pursuant to section 28.

ATTACHMENTS

None

Report Prepared by: Tyler Higgins, Manager, Budget and Reserves, Finance & Asset Management,
902.220.9426
