



**AUDIT COMMITTEE  
DRAFT MINUTES  
August 21, 2024**

PRESENT: Councillor Paul Russell, Chair  
Councillor Cathy Deagle Gammon, Vice Chair  
Councillor David Hendsbee  
Councillor Shawn Cleary  
Councillor Iona Stoddard  
Councillor Pam Lovelace  
Caroline Duchesne

REGRETS: Taiwo Lawal

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

*These minutes are considered draft and will require approval by Audit 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](http://halifax.ca).*

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*The meeting was called to order at 10:23 a.m. and the Standing Committee moved into an In Camera (In Private) session at 10:55 a.m. The Standing Committee reconvened at 11:12 a.m. and adjourned at 11:14 a.m.*

## **1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

The Chair called the meeting to order at 10:23 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 – March 20, 2024**

MOVED by Councillor Lovelace, seconded by Councillor Stoddard

**THAT the minutes of March 20, 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 Lovelace, seconded by Councillor Stoddard

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

**MOTION PUT AND PASSED.**

## **4. CALL FOR DECLARATION OF CONFLICT OF INTERESTS – NONE**

## **5. YEAR END FINANCIAL STATEMENTS & FOURTH QUARTER FINANCIAL REPORT**

The following was before the Standing Committee:

- Staff report dated August 8, 2024
- Correspondence from Norm Collins
- Staff presentation dated August 21, 2024
- Presentation dated August 12, 2024

Jerry Blackwood, Executive Director of Finance and Asset Management/Chief Financial Officer provided introductory remarks and introduced Paul Janes, Engagement Partner and Loan Hong, Audit Senior Manager from KPMG to the Standing Committee.

Dave Harley, Director of Financial Management & Operations gave a presentation and responded to questions of clarification from the Standing Committee.

MOVED by Councillor Lovelace, seconded by Deputy Mayor Deagle Gammon

**THAT the Audit Committee recommend that Halifax Regional Council approve:**

- 1. The Consolidated Financial Statements of the Halifax Regional Municipality for the year ended March 31, 2024;**
- 2. The Statement of General Rate Surplus of the Halifax Regional Municipality for the year ended March 31, 2024;**

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- 3. Transfers to reserves of the following amounts to reduce the general rate surplus to zero:**
  - **Q416 Operating Stabilization Reserve - \$8M**
  - **Q526 Capital Funds Reserve - \$3.5M**
  - **Q421 Options Reserve - \$2.1M**
- 4. The financial statements of the Halifax Regional Municipality Miscellaneous Trust Funds for the year ended March 31, 2024; and**
- 5. The appointment of KPMG to be the External Auditor for the fiscal year ended March 31, 2025.**
- 6. The Fourth Quarter report for 2023/24 on District Capital, District Activity, Recreation Area Rates, Hospitality Expenses, and Expenses for Reportable Individuals.**

Paul Janes, Engagement Partner, KPMG gave a presentation and responded to questions of clarification from the Standing Committee.

As provided for in section 103 of Administrative Order One, *Respecting the Procedures of the Council*, a motion was made to convene In Camera to discuss a PERSONEL MATTER.

MOVED by Deputy Mayor Deagle Gammon, seconded by Councillor Cleary

**THAT Audit Committee convene to In Camera (In Private) to discuss a PERSONNEL MATTER.**

**MOTION PUT AND PASSED.**

The question was called on the main motion:

MOVED by Councillor Lovelace, seconded by Deputy Mayor Deagle Gammon

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- 2. The Statement of General Rate Surplus of the Halifax Regional Municipality for the year ended March 31, 2024;**
- 3. Transfers to reserves of the following amounts to reduce the general rate surplus to zero:**
  - **Q416 Operating Stabilization Reserve - \$8M**
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- 4. The financial statements of the Halifax Regional Municipality Miscellaneous Trust Funds for the year ended March 31, 2024; and**
- 5. The appointment of KPMG to be the External Auditor for the fiscal year ended March 31, 2025.**
- 6. The Fourth Quarter report for 2023/24 on District Capital, District Activity, Recreation Area Rates, Hospitality Expenses, and Expenses for Reportable Individuals.**

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**MOTION PUT AND PASSED.**

**6. IN CAMERA (IN PRIVATE)**

**6.1 In Camera (In Private) Minutes – March 20, 2024**

This matter was dealt with in public as follows:

MOVED by Deputy Mayor Deagle Gammon, seconded by Councillor Lovelace

**THAT the In Camera (In Private) minutes of March 20, 2024 be approved as circulated.**

**MOTION PUT AND PASSED.**

**7. DATE OF NEXT MEETING – To be Determined**

The meeting adjourned at 11:14 a.m.

Dorothy Maponga  
Legislative Assistant