



**AUDIT & FINANCE STANDING COMMITTEE
MINUTES
May 21, 2014**

PRESENT: Councillor Bill Karsten, Chair
Councillor Russell Walker, Vice-Chair
Mayor Mike Savage
Councillor Lorelei Nicoll
Councillor Gloria McCluskey
Councillor Stephen Adams
Councillor Tim Outhit

REGRETS: Councillor Barry Dalrymple
Councillor Linda Mosher

STAFF: Mr. John Traves, Municipal Solicitor
Mr. Greg Keefe, Chief Financial Officer
Mr. Liam MacSween, 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:

<http://www.halifax.ca/boardscom/SCfinance/140521afsc-agenda.html>

The meeting was called to order at 10:00 a.m. and adjourned at 10:17 p.m.

1. CALL TO ORDER

The Chair called the meeting to order at 10:00 a.m. in Council Chambers, 3rd Floor City Hall, 1841 Argyle Street, Halifax.

2. APPROVAL OF MINUTES – March 5 & April 16, 2014

MOVED by Councillor McCluskey, seconded by Councillor Nicoll, that minutes of March 5 & April 16, 2014 be approved as presented. MOTION PUT AND PASSED.

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

Additions:

Item No. 12.1 – Special Joint Meeting with Community Planning and Economic Development Standing Committee

Item No. 12.2 – Special Meeting of the Audit and Finance Standing Committee – June 5, 2014

MOVED by Councillor Nicoll, seconded by Councillor McCluskey that the agenda be approved as amended. MOTION PUT AND PASSED.

4. BUSINESS ARISING OUT OF THE MINUTES

5. MOTIONS OF RECONSIDERATION – NONE

6. MOTIONS OF RESCISSION – NONE

7. CONSIDERATION OF DEFERRED BUSINESS – NONE

8. CORRESPONDENCE, PETITIONS & DELEGATIONS

9. REPORTS

9.1 STAFF

9.1.1 Approval Advanced Project Funding & Award - RFP # P13-323, Traffic Signal Control Solution

The following was before the Committee:

- *A staff recommendation/information report dated May 6, 2014.*

MOVED by Councillor Walker, seconded by Councillor McCluskey that the Audit and Finance Standing Committee that the Audit & Finance Standing Committee recommend that Halifax Regional Council:

- a) **Award RFP #P13-323, Traffic Signal Control Solution to the highest scoring proponent, Delcan, for a Total Price of \$3,233,370.74 (net HST included) with funding in the amount of \$2,899,898.53 from CT140001 – Traffic Signal System Integration and \$333,472.21 from future Operating Budgets, as outlined in the Financial Implications section of the staff report dated May 6, 2014**
- b) **Approve capital spending of \$1,109,991.11 (net HST included) for project costs related to Project CT140001 – Traffic Signal System Integration as per the Financial Implications section of the staff report dated May 6, 2014.**
- c) **Approve, in advance, a funding commitment in the amount of \$596,400 for Project CT140001 - Traffic Signal System Integration for the 2015/2016 fiscal year, by reducing the 2015/16 requirement for Project CT000004 - Controller Cabinet and Detection Program by \$300,000 and reducing the 2015/16 requirement for Project CTU01085 - Traffic Signal Installation by \$296,400.**

Councillor McCluskey inquired if the traffic signal control solution is going to be implemented for Peninsula Halifax.

Mr. Taso Koutroulakis, Manager of Traffic and Right of Way, stated that the Traffic Control Signal Solution replacement is specific to Peninsular Halifax at this time. He noted that staff is currently working on an ongoing program to replace traffic signal equipment outside of the peninsula as well.

In response to a question from Councillor Nicoll, Mr. Koutroulakis commented that staff will utilize existing equipment for future projects when it is feasible to do so.

MOTION PUT AND PASSED.

9.1.2 Expanded Acceptance of Credit Cards and Amendment of Administrative Order 18 – Revenue Collections Policy

The following was before the Committee:

- *A staff recommendation/information report dated April 29, 2014.*

MOVED by Councillor Nicoll, seconded by Councillor McCluskey that the Audit and Finance Standing Committee recommend that Regional Council:

- 1) **Adopt the amendments to Administrative Order 18 Revenue Collections Policy to put into effect the expanded acceptance of credit cards per attachment 2 of the attached staff report dated April 29, 2014.**

- 2) Direct staff to approach Halifax to recover the merchant discount costs associated with permits and fees collected on their behalf at the HRM Customer Service Centres.**

In response to a request for clarification from Councillor Adams, Mr. Derek Tynski, Deputy Treasurer noted that the third party service provider that is currently being used by HRM to collect property taxes is Plastiq. He commented that the company processes on-line credit card payments for various entities such as the Canada Revenue Agency, a number of universities and municipalities across Canada. He further noted that this initiative was brought forth by staff in an attempt to enhance the customer experience and to streamline HRM processes to allow for an online option for citizens to pay for most of the goods and services offered through the HRM Customer Service Centres.

MOTION PUT AND PASSED.

- 9.2 OFFICE OF THE AUDITOR GENERAL – NONE**
- 9.3 INVESTMENT POLICY ADVISORY COMMITTEE - NONE**
- 9.4 SPECIAL EVENTS ADVISORY COMMITTEE - NONE**
- 10. MOTIONS – NONE**
- 11. IN CAMERA**
- 11.1 Approval of the In Camera Minutes –April 16, 2014**

The following motion was approved in public session:

MOVED by Councillor Walker, seconded by Councillor Nicoll that the In Camera minutes of April 16 be approved as circulated. MOTION PUT AND PASSED.

- 12. ADDED ITEMS**
- 12.1 Special Joint Meeting with Community Planning and Economic Development Standing Committee**

Mr. Greg Keefe, Chief Financial Officer, stated that there are two upcoming staff reports pertaining to the Strategic Capital and Long Term Arena strategies which require consideration by the Audit and Finance Standing Committee and the Community Planning and Economic Standing Committee. He noted that the reports are interrelated but will require separate motions from each Standing Committee as per the Terms of Reference for both Committees. Mr. Keefe commented that it would be beneficial for the Members of both Standing Committees to hear the staff presentations for both reports at the same time as one will set the context for the other.

The Audit and Finance Standing Committee agreed by consensus to schedule a Special Joint Meeting with the Community Planning and Economic Development Standing Committee on June 5, 2014

12.2 Special Meeting of the Audit and Finance Standing Committee – June 5, 2014

The Legislative Assistant noted that a special meeting of the Audit and Finance Standing Committee is required to consider a time sensitive recommendation report from the Special Events Advisory Committee pertaining to the 2014 Marketing Levy Special Events Reserve.

The Audit and Finance Standing Committee agreed by consensus to schedule at Special Meeting prior to take place prior to the Special Joint Meeting with the Community Planning and Economic Development Standing Committee on June 5, 2014.

13. NOTICES OF MOTION – NONE

14. DATE OF NEXT MEETING – June 18, 2014.

15. ADJOURNMENT

The meeting was adjourned at 10:17 a.m.

Liam MacSween
Legislative Assistant