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**Item No. 11.1.4 (i)**  
**Halifax Regional Council**  
**June 2, 2015**

**TO:** Mayor Savage and Members of Halifax Regional Council

Original Signed

**SUBMITTED BY:** \_\_\_\_\_  
Councillor Bill Karsten, Chair, Audit & Finance Standing Committee

**DATE:** May 22, 2015

**SUBJECT:** Special Elections: Appointment of Returning Officer, Delegation of Duties,  
Authorization for Reserve Withdrawal, Method of Voting

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**ORIGIN**

May 20, 2015 meeting of the Audit & Finance Standing Committee, Item No. 9.1.4

**LEGISLATIVE AUTHORITY**

Audit & Finance Standing Committee Terms of Reference section 3.8, which states "to review and make recommendations on proposals coming to Halifax Regional Council outside of the annual budget or tender process including but not limited to:

- New Programs or services not yet approved
- Programs or services that are being substantially altered
- Proposed changes in operating or budget items
- Committing of funds where there is insufficient approved budget, or,
- New or increased capital projects not included in the approved budget
- Increases in project budget due to cost sharing
- Creation or modification of reserves and withdrawals not approved in the approved budget

**RECOMMENDATION**

It is recommended by the Audit & Finance Standing Committee that Halifax Regional Council:

1. Authorize the withdrawal from election reserve account Q313 to A125 for the sum of \$170,000 to conduct a single district Special Election in the event one is required. Should an at-large or multiple district Special Election be required, the election office will provide a subsequent report to the Audit & Finance Standing Committee informing them of new budget requirements.

**BACKGROUND**

A staff report dated May 11, 2015 pertaining to Special Elections: Appointment of Returning Officer, Delegation of Duties, Authorization of Withdrawal, Method of Voting was before the Audit & Finance Standing Committee for consideration at its meeting held on May 20, 2015.

For further information please refer to the staff report dated May 11, 2015.

**DISCUSSION**

The Audit & Finance Standing Committee reviewed this matter at its May 20, 2015 meeting and forwarded the recommendation to Halifax Regional Council as outlined in this report.

**FINANCIAL IMPLICATIONS**

As outlined in the staff report dated May 11, 2015.

**COMMUNITY ENGAGEMENT**

All meetings of the Audit & Finance Standing Committee are open to the public. The agenda and reports are provided online in advance of the meeting.

**ENVIRONMENTAL IMPLICATIONS**

Not Applicable.

**ALTERNATIVES**

The Audit & Finance Standing Committee did not discuss alternatives.

**ATTACHMENTS**

None

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A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.php> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

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