



**AUDIT AND FINANCE STANDING COMMITTEE  
DRAFT MINUTES  
February 18, 2025**

PRESENT: Councillor Cathy Deagle Gammon, Chair  
Councillor Shawn Cleary, Vice Chair  
Councillor David Hendsbee  
Councillor Kathryn Morse  
Councillor Billy Gillis  
Councillor Jean St-Amand

STAFF: Jerry Blackwood, Executive Director of Finance and Asset  
Management/Chief Financial Officer  
Karen MacDonald, Solicitor  
Dorothy Maponga, Legislative Assistant

*These minutes are considered draft and will require approval by Audit and Finance Standing 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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**Audit and Finance Standing Committee  
Draft Minutes  
February 18, 2025**

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

The Chair called the meeting to order at 10:01 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 – January 15, 2025**

MOVED by Councillor Cleary, seconded by Councillor St-Amand

**THAT the minutes of January 15, 2025 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 Morse, seconded by Councillor Cleary

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

**MOTION PUT AND PASSED.**

## **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. PUBLIC PARTICIPATION**

The Chair noted there were no registered speakers and called three times for any other members of the public wishing to speak; there were none.

## **12. INFORMATION ITEMS BROUGHT FORWARD – NONE**

## **13. REPORTS**

### **13.1 STAFF**

#### **13.1.1 2024/2025 Write off of Uncollectible Accounts**

The following was before the Standing Committee:

- Staff report dated January 10, 2025

MOVED by Councillor St-Amand, seconded by Councillor Cleary

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**THAT the Audit and Finance Standing Committee forward the staff report dated January 10, 2025 to Halifax Regional Council for approval and recommend that Halifax Regional Council approve:**

- a) **The real property tax accounts in the amount of \$20,759.93 comprised of \$17,363.85 principal and \$3,396.08 interest as summarized in Schedule 1 of the staff report dated January 10, 2025 be formally written out of the books of account;**
- b) **The general revenue accounts in the amount of \$16,517.67 comprised of \$13,298.31 principal and \$3,219.36 interest as summarized in Schedule 1 be formally written out of the books of account; and**
- c) **The recreation accounts in the amount of \$2,789.40 comprised of \$2,789.40 principal and \$0.00 interest as summarized in Schedule 1 be formally written out of the books of account.**

Vicki Robertson, Director of Revenue and Treasurer responded to questions of clarification from the Standing Committee.

**MOTION PUT AND PASSED.**

#### **13.1.2 Third Quarter 2024/25 Financial Report**

The following was before the Standing Committee:

- Staff report dated January 23, 2025
- Staff presentation dated February 18, 2025

MOVED by Councillor Cleary, seconded by Councillor Morse

**THAT the Audit and Finance Standing Committee forward the Third Quarter 2024/25 Financial Report to Regional Council for their information.**

Tiffany Smith, Manager Service Delivery and Dave Harley, Director, Financial Management and Operations gave a presentation and responded to questions of clarification from the Standing Committee.

Jerry Blackwood, Executive Director of Finance and Asset Management/Chief Financial Officer responded to questions of clarification from the Standing Committee.

**MOTION PUT AND PASSED.**

#### **14. MOTIONS – NONE**

MOVED by Councillor Cleary, seconded by Councillor Morse

**THAT Audit and Finance Standing Committee convene to In Camera (In Private) to discuss Item 15.1 PERSONNEL MATTER, 15.2 PERSONNEL MATTER and 15.3 PERSONNEL MATTER.**

**MOTION PUT AND PASSED.**

#### **15. IN CAMERA (IN PRIVATE)**

##### **15.1 PERSONNEL MATTER - Private and Confidential Report**

This matter was dealt with In Camera (In Private) and ratified in public as follows:

The following was before the Standing Committee:

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- Private and confidential report dated February 6, 2025

MOVED by Councillor Cleary, seconded by Councillor Hendsbee

**THAT the Audit and Finance Standing Committee:**

- 1. Adopt the direction provided In Camera (In Private); and**
- 2. Direct that the private and confidential report dated February 6, 2025 be maintained private and confidential.**

**MOTION PUT AND PASSED.**

### **15.2 PERSONNEL MATTER - Private and Confidential Report**

This matter was dealt with In Camera (In Private) and ratified in public as follows:

The following was before the Standing Committee:

- Private and confidential report dated February 6, 2025

MOVED by Councillor St-Amand, seconded by Councillor Gillis

**THAT the Audit and Finance Standing Committee:**

- 1. Adopt the direction provided In Camera (In Private) ; and**
- 2. Direct that the private and confidential report dated February 6, 2025 be maintained private and confidential.**

**MOTION PUT AND PASSED.**

### **15.3 PERSONNEL MATTER - Private and Confidential Report**

This matter was dealt with In Camera (In Private) and ratified in public as follows:

The following was before the Standing Committee:

- Private and confidential report dated February 10, 2025

MOVED by Councillor Morse, seconded by Councillor Hendsbee

**THAT the Audit and Finance Standing Committee:**

- 1. Adopt the direction provided In Camera (In Private); and**
- 2. Direct that the private and confidential report dated February 6, 2025 be maintained private and confidential.**

**MOTION PUT AND PASSED.**

**16. ADDED ITEMS – NONE**

**17. NOTICES OF MOTION – NONE**

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**18. DATE OF NEXT MEETING – March 24, 2025**

**19. ADJOURNMENT**

The meeting adjourned at 11:02 a.m.

Dorothy Maponga  
Legislative Assistant