



## **Audit Committee Meeting**

### **Minutes**

Date: April 3, 2019  
Time: 3:30 pm  
Location: Council Chambers Level 2, City Hall

Members Present: Paul Sharman (Chair), Lisa Kearns, Angelo Bentivegna, Phillip Chisulo, Etienne Durafour, Mathew Moore, Mayor Marianne Meed Ward

Member Regrets: Aaron Mendaglio

Staff Present: Laura Boyd, Joan Ford, Sheila Jones, Sandy O'Reilly, Mary Lou Tanner, David Thompson (Audio/Video Specialist), Suzanne Gillies (Clerk)

#### **1. Election of Audit Committee Chair and Vice Chair:**

On motion, Councillors Paul Sharman and Lisa Kearns were elected Chair and Vice Chair, respectively of the Audit Committee, effective April 3, 2019 for the term to expire December 31, 2020.

#### **2. Declarations of Interest:**

None.

#### **3. Delegation(s):**

None.

#### **4. Council Orientation:**

##### **4.1 Audit Primer**

Audit committee purpose & process and area of responsibility overview  
(A-01-19)

#### **5. Consent Items:**

##### **5.1 Report providing status of 2018 audit work plan, budget and performance metrics (CA-02-19)**

Moved by: Mayor Meed Ward

Receive and file city auditor's office report CA-02-19 providing the status of the 2018 audit work plan (Appendix A), budget, and performance metrics (Appendix B) as of March 1, 2019.

**CARRIED**

- 5.2 Report providing summary of in-progress management action plans (CA-03-19)

Moved by: Mayor Meed Ward

Receive and file city auditor's office report CA-03-19 providing a summary of the management action plans in progress to address all issues as detailed in Appendix A.

**CARRIED**

- 5.3 Financial highlights for period ending December 31, 2018 (F-20-19)

Moved by: Mayor Meed Ward

Receive and file report F-20-19 providing financial highlights for the period ending December 31, 2018.

**CARRIED**

- 5.4 Financial policies (F-21-19)

Moved by: Mayor Meed Ward

Receive and file report F-21-19 providing information on financial policies

**CARRIED**

**6. Regular Items:**

- 6.1 Details of the 2019 audit work plan (CA-01-19)

Moved by: Mayor Meed Ward

Approve the 2019 audit work plan attached in Appendix B of the city auditor's report providing details of the 2019 audit work plan (CA-01-19).

Approve the engagement of Deloitte LLP to perform the non-audit work involved in the quality assurance reviews of internal audits performed by the City Auditor.

**CARRIED**

6.2 Summary of audit results - health, safety & wellness (CA-04-19)

Moved by: Mayor Meed Ward

Receive and file city auditor's office report CA-04-19 providing summary of audit results – health safety and wellness audit in Appendix A.

**CARRIED**

**7. Confidential Items:**

None.

**8. Procedural Motions:**

None.

**9. Information Items:**

Receive and file the following two items, having been given due consideration by the Audit Committee.

9.1 Staff presentation on audit committee purpose & process and area of responsibility overview (A-01-19)

9.2 Risk registry for 2018 (A-02-19)

**10. Staff Remarks:**

**11. Committee Remarks:**

**12. Adjournment:**

Chair adjourned the meeting at 6:00 p.m.

