



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, affective 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.

