



## **Audit Committee Meeting**

### **Minutes**

Date: June 10, 2020  
Time: 3:30 pm  
Location: Council Chambers - members participating remotely

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

Member Regrets: Aaron Mendaglio

Staff Present: Tim Commisso, Kwab Ako-Adjei, Laura Boyd, Joan Ford, Sheila Jones, Christine Swenor, David Thompson (Audio/Video Specialist), Georgie Gartside (Clerk)

**1. Declarations of Interest:**

None.

**2. Delegation(s):**

None.

**3. Consent Items:**

3.1 Financial highlights for period ended December 31, 2019 (F-03-20)

Moved by: Mayor Meed Ward

Receive and file finance department report F-03-20 providing financial highlights for the period ended December 31, 2019.

**CARRIED**

3.2 Financial highlights as at March 31, 2020 (F-18-20)

Moved by: Mayor Meed Ward

Receive and file finance department report F-18-20 providing financial highlights as at March 31, 2020.

**CARRIED**

3.3 2019 compliance rates for mandatory employee training (HR-02-20)

Moved by: Mayor Meed Ward

Receive and file human resources department report HR-02-20 providing information about the 2019 compliance rates for mandatory employee training.

**CARRIED**

**4. Regular Items:**

4.1 COVID-19 emergency response verbal update (A-01-20)

Moved by: Mayor Meed Ward

Receive and file the June 10, 2020 staff presentation providing an update on the COVID-19 emergency response.

**CARRIED**

4.2 External audit contract (F-17-20)

Moved by: Mayor Meed Ward

Appoint the firm of Deloitte LLP to provide external audit services to the City of Burlington for a period of up to five years.

**CARRIED**

4.3 Risks and opportunities in COVID-19 emergency response and service re-design strategies (CM-15-20)

Moved by: Mathew Moore

Receive and file city manager's office report CM-15-20 providing risks, mitigations and opportunities from both COVID-19 emergency response strategy and service re-design strategy as detailed in Appendix A.

**CARRIED**

**5. Confidential Items:**

None.

**6. Procedural Motions:**

None.

**7. Information Items:**

Moved by: Mayor Meed Ward

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

**CARRIED**

7.1 Staff presentation for the COVID-19 emergency response verbal update (A-01-20)

**8. Staff Remarks:**

**9. Committee Remarks:**

**10. Adjournment:**

Chair adjourned the meeting at 5:07 p.m.