



## **Audit Committee Meeting**

### **Minutes**

Date: June 8, 2022  
Time: 3:30 pm  
Location: Hybrid meeting- virtual and Council Chambers, City Hall

Members Present: Lisa Kearns (Chair), Etienne Durafour, Angelo Bentivegna, Paul Sharman

Member Regrets: Mathew Moore, Phillip Chisulo, Aaron Mendaglio, Mayor Marianne Meed Ward

Staff Present: Maciej Jurczyk, Tim Commisso, Leah Bisutti, Laura Boyd, Joan Ford, Sheila Jones, Chad MacDonald, Michelle Moore, David Thompson (Audio/Visual Specialist), Suzanne Gillies (Clerk)

#### **1. Declarations of Interest:**

None

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

2.1 Anne and Dave Marsden spoke regarding mandatory legislative training compliance rates for 2021 (HR-06-22)

#### **3. Consent Items:**

3.1 Summary of in-progress Management Action Plans (CA-04-22)

Moved by: Councillor Sharman

Receive and file city auditor's office report CA-04-22 providing a summary of the Management Action Plans in progress as identified in Appendix A.

**CARRIED**

3.2 Financial highlights for the period ended March 31, 2022 (F-18-22)

Moved by: Councillor Sharman

Receive and file finance department report F-18-22 providing financial highlights as at March 31, 2022.

**CARRIED**

3.3 Mandatory legislative training compliance rates for 2021 (HR-06-22)

Moved by: Councillor Sharman

Receive and file human resources department report HR-06-22 providing information about the 2021 compliance rates for mandatory legislative training.

**CARRIED**

**4. Regular Items:**

4.1 External Audit Results for the 2021 Financial Statements (F-19-22)

Moved by: Etienne Durafour

Receive and file finance department report F-19-22 presenting information on the external audit results for 2021.

**CARRIED**

4.2 Risk to Strategy – Vision 2040 final (CS-06-22)

Moved by: Councillor Bentivegna

Defer corporate strategy report Risk to Strategy - Vision 2040 final (CS-06-22) to the approved special meeting of the Audit Committee on June 21, 2022.

**CARRIED**

4.3 2022 Annual IT Audit Committee report (IT-03-22)

Moved by: Councillor Bentivegna

Defer information technology services department report 2022 Annual IT Audit Committee report (IT-03-22) to the approved special meeting of the Audit Committee on June 21, 2022.

**CARRIED**

4.4 Quarterly dashboard for office of the city auditor (CA-05-22)

Moved by: Councillor Bentivegna

Defer office of the city auditor report Quarterly dashboard for office of the city auditor (CA-05-22) to the approved special meeting of the Audit Committee on June 21, 2022.

**CARRIED**

4.5 Quality assurance provider for office of the city auditor (CA-06-22)

Moved by: Councillor Bentivegna

Defer office of the city auditor report Quality assurance provider for office of the city auditor (CA-06-22) to the approved special meeting of the Audit Committee on June 21, 2022.

**CARRIED**

4.6 Consolidated financial statements December 31, 2021 (F-23-22)

Moved by: Councillor Bentivegna

Approve the 2021 consolidated financial statements for the City of Burlington and the local boards, as audited by Deloitte LLP attached to finance department report F-23-22 as Appendices A, B, C, D, E and F; and

Approve the 2021 financial statements for the trust funds of the City of Burlington as audited by Deloitte LLP attached to finance department report F-23-22 as Appendix G; and

Authorize the Chief Financial Officer to publish the statements on the City's website.

**CARRIED**

**5. Confidential Items:**

None

**6. Procedural Motions:**

6.1 Approval of a Special Audit Committee meeting and deferral of items

Moved by: Councillor Bentivegna

Approve a special meeting of the Audit Committee on June 21, 2022 at 10:30 a.m. and defer the following items to that meeting:

- 4.2 - Risk to Strategy – Vision 2040 final report (CS-06-22)
- 4.3 - 2022 Annual IT Audit Committee report (IT-03-22)
- 4.4 - Quarterly dashboard for the office of the city auditor (CA-05-22)
- 4.5 - Quality assurance provider for the office of the city auditor (CA-06-22)

**CARRIED**

**7. Information Items:**

Moved by: Councillor Sharman

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

**CARRIED**

7.1 Correspondence from Deloitte regarding External Audit Results for the 2021 Financial Statements (F-19-22)

7.2 Staff presentation regarding consolidated financial statements December 31, 2021 (F-23-22)

7.3 Delegation material from Anne and Dave Marsden regarding mandatory legislative training compliance rates for 2021 (HR-06-22)

**8. Staff Remarks:**

**9. Committee Remarks:**

**10. Adjournment:**

3:56 p.m. (recessed), 4:02 p.m. (reconvened)

Chair adjourned the meeting at 4:32 p.m.