

DRAFT MINUTES – SUBJECT TO CONFIRMATION

The Corporation of the City of Guelph Audit Committee February 13, 2013 5:00 p.m.

A meeting of the Audit Committee was held on February 13, 2013 in the Council Chambers at 5:00 p.m.

Present: Councillors Furfaro, Guthrie, Kovach, and Wettstein

Also Present: Councillor Hofland

Absent: Mayor Farbridge

Staff Present: Ms. A. Pappert, Chief Administrative Officer; Mr. M. Amorosi, Executive Director, Corporate & Human Resources; Mr. A. Horsman, Executive Director, Finance & Enterprise/Chief Financial Officer; Ms. K. Power, Deputy Treasurer/General Manager, Financial Services; Ms. L. Alonzo, Internal Auditor; Ms. T. Johnston, Manager, Financial Reporting and Accounting; Mr. D. McCaughan, Executive Director, Operations, Transit & Emergency Services; Mr. B. Labelle, City Clerk; and Ms. D. Black, Council Committee Co-ordinator

There was no disclosure of pecuniary interest.

1. Moved by Councillor Kovach
Seconded by Councillor Furfaro

THAT the Open and Closed minutes of the Audit Committee meeting held on November 14 , 2012 be confirmed as recorded and without being read.

VOTING IN FAVOUR: Councillors Furfaro, Guthrie, Kovach and Wettstein (4)

VOTING AGAINST: (0)

CARRIED

Consent Agenda

The following items were extracted from the Consent Agenda to be dealt with separately:

AUD-2013.3 Internal Audit 2013 Work Plan

AUD-2013.4 Auditable Entities – 2013 Selections for Audit

The Chair advised that the Auditable Entities – 2013 Selections for Audit report will be discussed before the Internal Audit 2013 Work Plan report.

2. Moved by Councillor Kovach
Seconded by Councillor Wettstein

THAT the balance of the Audit Committee February 13, 2013 Consent Agenda, as identified below, be adopted:

a) 2012 Audit Committee Final Work Plan Report

That Report FIN-13-02 "2012 Audit Committee Final Work Plan Report" be approved.

b) 2013 Audit Committee Work Plan

That Report FIN-13-03 2013 Audit Committee Work Plan be approved.

VOTING IN FAVOUR: Councillors Furfaro, Guthrie, Kovach and Wettstein (4)

VOTING AGAINST: (0)

CARRIED

Auditable Entities-2013 Selections for Audit

Ms. Loretta Alonzo, Internal Auditor, explained the rating system and rationale used to prioritize the audit recommendations. She said an update will be provided at each Audit Committee meeting in 2013.

3. Moved by Councillor Kovach
Seconded by Councillor Furfaro

That the Auditable Entities 2013 recommendations as described in Appendix A to the CAO-A-1302 Report entitled "Auditable Entities – 2013 Selections for Audit" dated February 13, 2013, be received.

VOTING IN FAVOUR: Councillors Furfaro, Guthrie, Kovach and Wettstein (4)

VOTING AGAINST: (0)

CARRIED

Internal Audit 2013 Work Plan

Ms. Loretta Alonzo, Internal Auditor, answered questions regarding the types of audit, timelines, scope and focus of the various audits.

Main Motion

4. Moved by Councillor Kovach
Seconded by Councillor Furfaro

That the Internal Audit 2013 Work Plan as presented in Appendix A to report CAO-A-1301 entitled Internal Audit 2013 Work Plan, dated February 13, 2013 be approved.

First Amendment

5. Moved by Councillor Kovach
Seconded by Councillor Furfaro

That the Internal Auditor be directed to discuss with management, value for dollar audits for consideration and report back to the Audit Committee in April.

VOTING IN FAVOUR: Councillors Furfaro, Guthrie, Kovach and Wettstein (4)

VOTING AGAINST: (0)

CARRIED

Main Motion as amended

6. Moved as amended by Councillor Wettstein
Seconded by Councillor Furfaro

1. That the Internal Audit 2013 Work Plan as presented in Appendix A to report CAO-A-1301 entitled Internal Audit 2013 Work Plan, dated February 13, 2013 be approved.

2. **That the Internal Auditor be directed to discuss with management, value for dollar audits for consideration and report back to the Audit Committee in April.**

VOTING IN FAVOUR: Councillors Furfaro, Guthrie, Kovach and Wettstein (4)

VOTING AGAINST: (0)

CARRIED

7. Moved by Councillor Furfaro
Seconded by Councillor Kovach

That the Audit Committee now hold a meeting that is closed to the public with respect to:

1. **Status Update – Implementation of the 2011 Audit Recommendations**
S. 239 (2) (a) Security of the Property of the Municipality

VOTING IN FAVOUR: Councillors Furfaro, Guthrie, Kovach and Wettstein (4)

VOTING AGAINST: (0)

CARRIED

Closed Meeting

Status Update – Implementation of the 2011 Audit Recommendations

Mr. Mark Amorosi, Executive Director, Corporate & Human Resources responded to questions regarding the status of the implementation of the recommendations.

1. Moved by Councillor Kovach
Seconded by Councillor Wettstein

That Report FIN-13-04 "Status Update – Implementation of the 2011 Audit Recommendations" be received.

CARRIED

Rise from Closed Meeting of Audit Committee

2. Moved by Councillor Wettstein
Seconded by Councillor Kovach

That the Audit Committee adjourn and reconvene in a meeting open to the public.

CARRIED

The Audit Committee reconvened a meeting open to the public at 5:59 p.m.

Adjournment

8. Moved by Councillor Furfaro
Seconded by Councillor Kovach

THAT the Audit Committee meeting of February 13, 2013 be adjourned.

CARRIED

The meeting adjourned at 6:00 p.m.

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Chairperson

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