



**The Corporation of the City of Guelph
Audit Committee
Tuesday, February 3, 2015 at 2:30 p.m.**

Attendance

Members: Chair K. Wettstein Mayor C. Guthrie
 Councillor P. Allt
 Councillor M. Mackinnon

Councillors: Councillor J. Hofland

Regrets: Councillor A. Van Hellemond

Staff: Ms. A. Pappert, Chief Administrative Officer
 Mr. A. Horsman, Deputy CAO, Infrastructure, Development and Enterprise
 Ms. K. Power, General Manager, Finance
 Ms. J. Surgeoner, Manager, Financial Reporting & Accounting
 Ms. T. Agnello, Deputy City Clerk
 Mr. D. McMahon, Council Committee Coordinator

Call to Order (2:30 p.m.)

Chair Wettstein called the meeting to order.

Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures.

Confirmation of Minutes

1. Moved by Mayor Guthrie
 Seconded by Councillor MacKinnon

That the open and closed meeting minutes of the Audit Committee held on August 12, 2014 be confirmed as recorded.

VOTING IN FAVOUR: Mayor Guthrie and Councillors MacKinnon, Allt and Wettstein (4)

VOTING AGAINST: (0)

CARRIED

Appointment of the Vice-Chair

Chair Wettstein invited nominations from the floor for the position of Vice-Chair of the Audit Committee.

2. Moved by Councillor Mackinnon
 Seconded by Mayor Guthrie

That Councillor Allt be appointed to the position of Vice-Chair of the Audit Committee.

VOTING IN FAVOUR: Mayor Guthrie and Councillors MacKinnon, Allt and Wettstein (4)

VOTING AGAINST: (0)

CARRIED

Consent Agenda

The following items were extracted:

AUD-2015.1 Deloitte Service Plan – December 31, 2014

AUD-2015.2 2015 Audit Committee Work Plan

AUD-2015.3 Status Update – Internal Audit Reporting Structure

Balance of Consent Items

3. Moved by Councillor Allt
Seconded by Councillor MacKinnon

That the balance of the Audit Committee February 3, 2013 Consent Agenda, as identified below, be adopted:

AUD-2015.4 Outstanding Motions of the Audit Committee

That report CS-2015-07 dated February 3, 2015, regarding outstanding motions of the Audit Committee, be received.

AUD-2015.5 Litigation Status Report

That the report of Legal and Realty Services regarding the status of City litigation dated January 19, 2015, be received.

VOTING IN FAVOUR: Mayor Guthrie and Councillors MacKinnon, Allt and Wettstein (4)

VOTING AGAINST: (0)

CARRIED

Extracted Consent Items

AUD-2015.1 Deloitte Audit Service Plan – December 31, 2014

Elaine Read, Audit Partner, Deloitte gave a presentation regarding the audit approach for the 2014 consolidated financial statements.

4. Moved by Councillor Allt
Seconded by Councillor MacKinnon

That the Audit Service Plan for the Year Ended December 31, 2014 attached in Appendix A to Report CS-2015-05, be received for information.

VOTING IN FAVOUR: Mayor Guthrie and Councillors MacKinnon, Allt and Wettstein (4)

VOTING AGAINST: (0)

CARRIED

UD-2015.2 2015 Audit Committee Work Plan

Jade Surgeoner, Manager, Financial Reporting and Accounting presented a brief overview of the Audit Committee Work Plan.

5. Moved by Councillor MacKinnon
 Secoded by Councillor Allt

That the Audit Service Plan for the Year Ended December 31, 2014 attached in Appendix A to report CS-2015-05, be received for information.

VOTING IN FAVOUR: Mayor Guthrie and Councillors MacKinnon, Allt and Wettstein (4)

VOTING AGAINST: (0)

CARRIED

AUD-2015.3 Status Update – Internal Audit Reporting Structure

Ann Pappert, Chief Administrative Officer briefly described that the purpose of the Internal Audit Reporting Structure Status Update is to provide increased continuity from the last term to this term of Council.

6. Moved by Councillor Allt
 Secoded by Mayor Guthrie

That the Audit Committee receive the Internal Auditor’s report entitled Status Update – Internal Audit Reporting Structure.

VOTING IN FAVOUR: Mayor Guthrie and Councillors MacKinnon, Allt and Wettstein (4)

VOTING AGAINST: (0)

CARRIED

Staff Updates or Announcements

None.

Adjournment (3:03 p.m.)

7. Moved by Mayor Guthrie
 Secoded by Councillor Allt

That the February 3, 2015 meeting of the Audit Committee be adjourned.

CARRIED

Dylan McMahon – Council
Committee Coordinator