



**Minutes of the Audit Committee
Held in the Council Chambers, Guelph City Hall on
Wednesday, April 17, 2013 at 5:00 p.m.**

Attendance

Members: Chair Guthrie, Councillors Furfaro and Wettstein

Absent: Mayor Farbridge and Councillor Kovach

Councillors: Councillors Bell, Findlay, Hofland and Van Hellemond

Staff: Ms. A. Pappert, Chief Administrative Officer; Mr. A. Horsman, Executive Director, Finance & Enterprise/Chief Financial Officer; Ms. L. Alonzo, Internal Auditor; Mr. D. McCaughan, Executive Director, Operations, Transit and Emergency Services; Mr. M. Amorosi, Executive Director, Corporate & Human Resources; Mr. B. Labelle, City Clerk; and Ms. D. Black, Council Committee Coordinator

Call to Order (5:00 p.m.)

Chair Guthrie called the meeting to order.

Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures.

Confirmation of Minutes

1. Moved by Councillor Furfaro
Seconded by Councillor Wettstein

That the open meeting and closed meeting minutes, as amended, of the Audit Committee held on February 13, 2013 be confirmed as recorded.

VOTING IN FAVOUR: Councillors Guthrie, Furfaro and Wettstein (3)

VOTING AGAINST: (0)

CARRIED

Consent Agenda

The following items were extracted:

AUD-2013.5 Additional Value For Money Audits 2013
**AUD-2013.6 Internal Auditor Report – Commercial Vehicle Operator’s
Registration (CVOR) Fleet Audit**

Extracted Consent Items

AUD-2013.5 Additional Value For Money Audits 2013

The Internal Auditor clarified that the Value for Money Audits are a comprehensive process to find efficiencies, increase transparencies and/or validate current processes for benchmarking savings, and not just addressing the potential of saving money.

2. Moved by Councillor Wettstein
Seconded by Councillor Furfaro

1. That the recommendations in report CAO-A-1304 dated April 17, 2013 and entitled "Additional Value-For-Money Audits 2013" be approved.

Chair Guthrie stepped down and Councillor Wettstein assumed the Chair (5:50 p.m.)

Councillor Guthrie reassumed the Chair (5:53 p.m.)

VOTING IN FAVOUR: Councillors Guthrie, Furfaro and Wettstein (3)

VOTING AGAINST: (0)

CARRIED

AUD-2013.6 Internal Auditor Report – Commercial Vehicle Operator’s Registration (CVOR) Fleet Audit

There was discussion with respect to the Auditor’s recommendations and the staff response. The Internal Auditor noted that an annual follow-up on completed audits would be undertaken unless it was deemed prudent to do review the area sooner. The Internal Auditor indicated that there were no concerns in relation to the staff response and that staff was working to resolve the outstanding issues which had been identified.

3. Moved by Councillor Furfaro
Seconded by Councillor Wettstein

1. That the Internal Auditor Report – Commercial Vehicle Operator’s Registration (CVOR) Fleet Audit report dated April 17, 2013 be received.

VOTING IN FAVOUR: Councillors Guthrie, Furfaro and Wettstein (3)

VOTING AGAINST: (0)

CARRIED

Review of Draft Meeting Flow Guide

The Committee reviewed and provided feedback on a draft meeting flow guide developed in accordance with the Standing Committee Terms of Reference.

Adjournment (6:06 p.m.)

7. Moved by Councillor Furfaro
Seconded by Councillor Wettstein

- That the April 17, 2013 meeting of the Audit Committee be adjourned.

CARRIED

Blair Labelle – City Clerk