



**The Corporation of the City of Guelph  
Audit Committee  
Tuesday, September 8, 2015 at 3:00 p.m.**

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**Attendance**

Members: Chair Wettstein Councillor Mackinnon  
Mayor Guthrie (arrived at 3:05 pm) Councillor Van Hellemond  
Councillor Allt

Councillors: Councillor Hofland Councillor Salisbury  
Councillor Bell

Staff: Ms. A. Pappert, Chief Administrative Officer  
Ms. R. Shaubel, Internal Auditor  
Mr. D. McMahon, Council Committee Coordinator

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**Call to Order (3:00 p.m.)**

Vice Chair Allt called the meeting to order.

**Disclosure of Pecuniary Interest and General Nature Thereof**

There were no disclosures.

**Confirmation of Minutes**

1. Moved by Councillor Wettstein  
Seconded by Councillor Van Hellemond

That the open meeting minutes of the Audit Committee held on June 2, 2015 be confirmed as recorded.

*VOTING IN FAVOUR: Councillors Allt, MacKinnon, Van Hellemond and Wettstein (4)*

*VOTING AGAINST: (0)*

CARRIED

**Consent Agenda**

The following items were extracted:

**AUD-2015.13/      Report from Governance: Revisions to Internal Audit  
GOV-2015.12      Charter**

**Balance of Consent Items**

2. Moved by Councillor MacKinnon  
Seconded by Councillor Van Hellemond

That the balance of the Audit Committee September 8, 2015 Consent Agenda, as identified below, be adopted:

**AUD-2015.14 Revised 2015 Internal Audit Workplan**

That the Internal Auditor's report entitled Revised 2015 Internal Audit Work Plan and its Appendix A be approved.

**AUD-2015.15 Cash Handling - Guelph Transit Follow Up Audit**

That the Internal Auditor's report entitled Cash Handling – Guelph Transit Follow Up Audit with attached management's response to the recommendations (Attachment B) be received.

**AUD-2015.16 Print room Follow Up Audit**

That the Internal Auditor's report entitled Print Room Follow Up Audit with attached management's response to the recommendations (Attachment B) be received.

**AUD-2015.17 Outstanding Motions of the Audit Committee**

That report CS-2015-64 dated September 8, 2015, regarding outstanding motions of the Audit Committee, be received.

**AUD-2015.18 2015 Audit Committee Interim Work Plan Status Report**

That CS-2015-65 Audit Committee Interim Work Plan Status Report be received.

**AUD-2015.19 Litigation Status Report**

That the report of Legal Services regarding the status of City litigation dated September 8, 2015 be received.

*VOTING IN FAVOUR: Mayor Guthrie and Councillors Allt, MacKinnon, Van Hellemond and Wettstein (5)*

*VOTING AGAINST: (0)*

CARRIED

**Extracted Consent Items**

**AUD-2015.13/ Report from Governance:  
GOV-2015.12 Revisions to the Internal Audit Charter**

Ruvani Shaubel, Internal Auditor, gave a presentation outlining proposed changes to the Internal Audit.

3. Moved by Councillor Wettstein  
Seconded by Councillor Van Hellemond

1. That the Audit Committee receive the report CAO-A-1505 including attachments.

*VOTING IN FAVOUR: Mayor Guthrie and Councillors Allt, MacKinnon, Van Hellemond and Wettstein (5)*

*VOTING AGAINST: (0)*

CARRIED

4. Moved by Councillor MacKinnon  
Seconded by Mayor Guthrie

2. That following the input from Audit Committee, a further staff report with proposed amendments by staff, be referred back to Governance Committee for final recommendation to City Council.

*VOTING IN FAVOUR: Mayor Guthrie and Councillors Allt, MacKinnon, Van Hellemond and Wettstein (5)*

*VOTING AGAINST: (0)*

CARRIED

### **Staff Updates or Announcements**

None.

### **Adjournment (3:39 p.m.)**

5. Moved by Councillor Van Hellemond  
Seconded by Councillor MacKinnon

That the September 8, 2015 meeting of the Audit Committee be adjourned.

CARRIED

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Dylan McMahon – Council  
Committee Coordinator