



**The Corporation of the City of Guelph
Audit Committee
Wednesday, September 18, 2013 at 5:00 p.m.**

Attendance

- Members: Chair Guthrie, Mayor Farbridge, Councillors Furfaro, Kovach (*arrived at 5:07 p.m.*) and Wettstein
- Staff: Mr. A. Horsman, Executive Director, Finance & Enterprise/Chief Financial Officer; Ms. L. Alonzo, Internal Auditor; Ms. T. Johnston, Manager, Financial Reporting & Accounting; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Council Committee Coordinator
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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 Mayor Farbridge
Seconded by Councillor Furfaro

That the open and closed meeting minutes of the Audit Committee held on June 12, 2013 be confirmed as recorded.

*VOTING IN FAVOUR: Mayor Farbridge, Councillors Guthrie, Furfaro, and Wettstein (4)
VOTING AGAINST: (0)*

CARRIED

Extracted Consent Agenda Item

The following item was extracted:

AUD-2013. 9 Procurement Controls and Compliance Audit Results

Councillor Kovach arrived at the meeting. (5:07 p.m.)

The Internal Auditor explained audit processes and timelines. Discussion ensued regarding audit thresholds, the purchasing policy review and communication of report results.

2. Moved by Mayor Farbridge
Seconded by Councillor Wettstein

That the Audit Committee Report CAO-A-1307, Internal Audit Report – Procurement Controls and Compliance, dated September 18, 2013” be received.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Guthrie, Furfaro, Kovach and Wettstein (5)
VOTING AGAINST: (0)

CARRIED

Extracted Consent Agenda Item

The following item was also extracted:

AUD-2013.11 Internal Audit 2013 Work Plan Update

Balance of Consent Items

3. Moved by Councillor Kovach
Seconded by Mayor Farbridge

That the balance of the Audit Committee September 18, 2013 Consent Agenda, as identified below, be adopted:

AUD-2013.10 2013 Audit Committee Interim Work Plan Status Report

That FIN-13-33 2013 Audit Committee Interim Work Plan Status Report be received.

AUD-2013.12 Litigation Status Update

THAT the report of Legal and Realty Services regarding the status of City litigation dated September 18, 2013 be received.

AUD-2013.13 Outstanding Motions of the Audit Committee

1. That report FIN-13-34 dated September 18, 2013, regarding outstanding motions of the Audit Committee, be received.
2. That the 6 motions marked as “Completed” or “Addressed”, previously passed by the Audit Committee of Council, be removed from the outstanding motion list, based on reasons provided.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Guthrie, Furfaro, Kovach and Wettstein (5)
VOTING AGAINST: (0)

CARRIED

Extracted Consent Items

AUD-2013.11 Internal Audit 2013 Work Plan Update

Ms. Alonzo, Internal Auditor, explained the work scope timelines in the internal audit 2013 Work Plan schedule.

4. Moved by Mayor Farbridge
Seconded by Councillor Wettstein

That the Audit Committee approve Report CAO-A-1306, Internal Audit Work Plan Update Report and Appendix "A" dated September 18, 2013.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Guthrie, Furfaro, Kovach and Wettstein (5)
VOTING AGAINST: (0)

CARRIED

Authority to Resolve into a Closed Meeting

5. Moved by Councillor Furfaro
Seconded by Mayor Farbridge

That the Audit Committee now hold a meeting that is closed to the public with respect to Sec. 239(2) (b) of the *Municipal Act* with respect to personal matters about an identifiable individual.

CARRIED

Closed Meeting (5:21 p.m.)

The following matter was considered:

AUD-2013.C1 External Auditor Performance Review

Rise from Closed Meeting (5:29 p.m.)

6. Moved by Councillor Kovach
Seconded by Councillor Wettstein

That the Committee rise from its closed meeting.

CARRIED

Open Meeting (5:30 p.m.)

Staff Updates and Announcements

Mr. Horsman, Executive Director, Finance & Enterprise/Chief Financial Officer advised the that principals of the external auditor have changed.

Adjournment (5:32 p.m.)

7. Moved by Mayor Farbridge
Seconded by Councillor Kovach

That the committee meeting be adjourned.

CARRIED

Tina Agnello – Deputy Clerk