



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

Draft Minutes – Subject to Confirmation

Attendance

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

Councillors: Councillor M. Salisbury
Councillor C. Downer

Staff: Ms. A. Pappert, Chief Administrative Officer
Mr. M. Amorosi, Deputy CAO, Corporate Services
Mr. D. Thomson, Deputy CAO, Public Services & Interim Deputy CAO,
Infrastructure, Development and Enterprise
Ms. T. Baker, Manager, Financial Reporting and Accounting
Ms. J. Surgeoner, Senior Corporate Analyst, Financial Reporting
Ms. R. Shaubel, Internal Auditor
Mr. D. McMahon, Council Committee Coordinator

Call to Order (3:00 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 Councillor Allt
Seconded by Mayor Guthrie

That the open meeting minutes of the Audit Committee held on September 8, 2015 be confirmed as recorded.

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

VOTING AGAINST: (0)

CARRIED

Consent Agenda

The following items were extracted:

AUD-2015.20 Solid Waste – Curbside Collection Audit
AUD-2015.21 Appointment of the External Auditor

Balance of the Consent Agenda

AUD-2015.22 PS 3260 - Liability for Contaminated Sites – Update

2. Moved by Councillor
Seconded by Councillor

That report number CS-2015-85, PS 3260 - Liability for Contaminated Sites – Update, be received.

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

VOTING AGAINST: (0)

CARRIED

Extracted Consent Items

AUD-2015.20 Solid Waste – Curbside Collection Audit

Ruvani Shaubel, Internal Auditor, presented the results of the Solid Waste – Curbside Collection Audit. In response to questions from committee, staff clarified the scope and purpose of the audit.

Glen Tolhurst presented several different recommendations regarding the results of the Solid Waste – Curbside Collection Audit that he indicated could be used to reduce costs.

3. Moved by Councillor MacKinnon
Seconded by Councillor Allt

That the Internal Auditor's report entitled Solid Waste Curbside Collection Audit and Management Response be received.

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

VOTING AGAINST: (0)

CARRIED

AUD-2015.21 Appointment of the External Auditor

4. Moved by Mayor Guthrie
Seconded by Councillor Van Hellemond

1. That the report titled CS-2015-84 Appointment of the External Auditor be received for information.
2. That KPMG LLP be appointed as the external auditor for the City of Guelph and its related entities for the fiscal years ending 2015 through 2019 and that the necessary By-Law be enacted.
3. That the Treasurer be authorized to annually execute the engagement letter with KPMG LLP subject to the terms approved.

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

VOTING AGAINST: (0)

CARRIED

Adjournment (4:08 p.m.)

5. Moved by Councillor MacKinnon
Seconded by Councillor Van Hellemond

That the meeting be adjourned.

CARRIED

Dylan McMahon
Council Committee Coordinator