



## **Audit Committee Meeting**

### **Minutes**

Date: September 11, 2019  
Time: 3:30 pm  
Location: Council Chambers Level 2, City Hall

Members Present: Angelo Bentivegna, Lisa Kearns (Vice Chair), Mayor Marianne Meed Ward, Phillip Chisulo, Aaron Mendaglio, Etienne Durafour  
Member Regrets: Paul Sharman (Chair), Mathew Moore  
Staff Present: Tim Commisso, Joan Ford, Sheila Jones, Sandy O'Reilly, Nancy Shea-Nicol, Christine Swenor, David Thompson (Audio/Video Specialist), Suzanne Gillies (Clerk)

**1. Declarations of Interest:**

None.

**2. Delegation(s):**

None.

**3. Consent Items:**

**3.1 Status of audit work plan, budget and performance metrics (CA-10-19)**

Moved by: Aaron Mendaglio

Receive and file city auditor's office report CA-10-19 providing the status of the 2019 audit work plan (Appendix A), performance metrics (Appendix B), and budget as of July 31, 2019.

**CARRIED**

**3.2 Summary of in progress management action plans (CA-11-19)**

Moved by: Aaron Mendaglio

Receive and file city auditor's office report CA-11-19 providing a summary of the management action plans in progress to address high- and low- risk issues as detailed in Appendix A.

**CARRIED**

3.3 Financial highlights for the period ended June 30 2019 (F-35-19)

Moved by: Aaron Mendaglio

Receive and file report F-35-19 providing financial highlights for the period ended June 30 2019

**CARRIED**

3.4 Evaluation of the external auditors (F-36-19)

Moved by: Aaron Mendaglio

Receive and file finance department report F-36-19 providing an evaluation of the external auditors

**CARRIED**

**4. Regular Items:**

4.1 Fraudulent vendor payment update (L-20-19)

Moved by: Mayor Meed Ward

Receive and file legal department report L-20-19 regarding fraudulent payment update.

**CARRIED**

4.2 Cyber security update (staff presentation) (A-03-19)

4.3 Annual information technology services update (IT-02-19)

Moved by: Mathew Moore

Receive and file information report IT-02-19 providing an annual information technology assurance update.

**CARRIED**

4.4 Summary of audit results - GL account reconciliation follow up (CA-12-19)

Moved by: Councillor Bentivegna

Receive and file city auditor's office report CA-12-19 providing summary of audit results – GL account reconciliation follow-up audit in Appendix A.

**CARRIED**

**5. Confidential Items:**

5.1 Confidential appendices to fraudulent vendor payment update (L-20-19)

**6. Procedural Motions:**

Moved by: Mayor Meed Ward

Move into closed session at 4:35 pm.m in accordance with the following provisions under the Municipal Act:

section 239(2) (a) the security of the property of the municipality or local board, with respect to confidential appendices A & B of legal department report L-20-19 regarding fraudulent payment updates; and

section 239(2)(a) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, with respect to confidential appendix A of legal department report L-20-19 regarding fraudulent payment updates; and

section 239(2)(f) advise that is subject to solicitor-client privilege, including communications necessary for that purpose with respect to legal department report L-20-19 regarding fraudulent payment updates

**CARRIED**

Moved by: Mayor Meed Ward

Motion to proceed into public session at 5:34 p.m..

**CARRIED**

**7. Information Items:**

Moved by: Councillor Bentivegna

Receive and file the following 1 item, having been given due consideration by the Audit Committee.

7.1 Cyber security staff presentation (A-03-19)

**8. Staff Remarks:**

**9. Committee Remarks:**

**10. Adjournment:**

Chair adjourned the meeting at 5:37 p.m.