



AUDIT COMMITTEE MINUTES

February 16, 2010 – RIVER VALLEY ROOM

PRESENT

S. Mandel, K. Krushell, B. Henderson, D. Thiele, M. Norminton, T. Caterina, W. D. Grace

ABSENT

None

ALSO IN ATTENDANCE

Councillors B. Anderson, D. Iveson and K. Leibovici
 S. Farbrother, City Manager
 A. Sinclair, City Clerk
 M. Barnes, Office of the City Clerk

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DECISION SUMMARY		
ITEM		DECISION
1.	CALL TO ORDER AND RELATED BUSINESS	
1.1	<p>Call to Order</p> <p>Mayor S. Mandel called the meeting to order at 9:33 a.m.</p>	
1.2	<p>Adoption of Agenda</p> <p>Moved K. Krushell:</p> <p>That the February 16, 2010, Audit Committee meeting agenda be adopted.</p> <p>In Favour:</p> <p>S. Mandel, K. Krushell, D. Thiele, M. Norminton, W. D. Grace</p> <p>Absent:</p> <p>B. Henderson, T. Caterina</p>	Carried
1.3	<p>Adoption of Minutes</p> <p>Moved K. Krushell:</p> <p>That the November 23, 2009, Audit Committee meeting minutes be adopted.</p> <p>In Favour:</p> <p>S. Mandel, K. Krushell, D. Thiele, M. Norminton, W. D. Grace</p> <p>Absent:</p> <p>B. Henderson, T. Caterina</p>	Carried

1.4	Protocol Items	
		None
2.	ITEMS FOR DISCUSSION AND RELATED BUSINESS	
2.1	Select Items for Debate	
		The Committee selected the following items for debate: 4.1, 4.2, 4.3, 4.4, 4.5 and 5.1.
2.2	Requests to Speak	
	Moved K. Krushell:	
		That Audit Committee hear from the following speaker:
	4.4 Consulting Services Review	
	* M. Marriott, Citizens for Better Transit	
	In Favour:	Carried
	S. Mandel, K. Krushell, D. Thiele, M. Norminton, W. D. Grace,	
	Absent:	
	B. Henderson, T. Caterina	
2.3	Requests for Specific Time on Agenda	
		None
3.	STATUS REPORT	
		None
4.	REPORTS	
4.1	<u>Information Technology Governance</u>	
		D. H. Edey, General Manager, Corporate Services Department, made a presentation and answered the Committee's questions.
		S. Farbrother, City Manager; and C. Moore, Corporate Services Department, answered the Committee's questions.
	Moved S. Mandel:	

<p>Information Technology Governance Model Development Update</p> <p>That Administration provide a report to the June 21, 2010, Audit Committee meeting, with an update on the development of the Information Technology Governance model.</p>	<p>Corporate Svcs.</p> <p>Due Date: June 21/2010</p>
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In Favour:

Carried

S. Mandel, K. Krushell, B. Henderson, D. Thiele, M. Norminton, T. Caterina, W. D. Grace

4.2 [**Audit Committee Report Schedule**](#)

D. Wiun, City Auditor, made a presentation and answered the Committee's questions.

C. Engelking, Finance and Treasury Department, answered the Committee's questions.

Moved K. Krushell:

<p>That the February 5, 2010, City Auditor report 2010OCA001 be received for information.</p>	<p>City Auditor</p>
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In Favour:

Carried

S. Mandel, K. Krushell, B. Henderson, M. Norminton, T. Caterina, W. D. Grace

Absent:

D. Thiele

4.3 [**Vehicle Take Home Permits**](#)

D. Wiun, City Auditor, made a presentation and answered the Committee's questions.

T. Horbasenko, Office of the City Auditor; A. Sinclair, City Clerk; D. H. Edey, General Manager, Corporate Services Department; and S. Farbrother, City Manager, answered the Committee's questions.

Moved S. Mandel:

That Audit Committee recommend to City Council:

That Administration provide a report to Executive Committee with a list of all Policies established by Council that have evolved into Administrative Directives or the opposite, and a list of any Administrative Directives that require a reporting to Council.

In Favour:

Carried

S. Mandel, K. Krushell, B. Henderson, M. Norminton,
T. Caterina, W. D. Grace

Absent:

D. Thiele

Moved T. Caterina:

That the February 5, 2010, Office of the City Auditor report 2010OCA002 be received for information.
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City Auditor

In Favour:

Carried

S. Mandel, K. Krushell, B. Henderson, M. Norminton,
T. Caterina, W. D. Grace

Absent:

D. Thiele

4.4

[Consulting Services Review](#)

D. Wiun, City Auditor, made a presentation.

M. Marriott made a presentation and answered the Committee's questions.

D. Wiun, City Auditor; S. Farbrother, City Manager; D. Lajeunesse and D. H. Edey, General Manager, Corporate Services Department; and M. Koziol, Capital Construction Department, answered the Committee's questions.

Moved K. Krushell:

That Audit Committee recommend to City Council:

That Administration provide a report to Executive Committee outlining a process for a review of the governance model for consulting services.

In Favour:

Carried

S. Mandel, K. Krushell, B. Henderson, M. Norminton,
T. Caterina, W. D. Grace

Opposed:

D. Thiele

Moved D. Thiele:

That the February 5, 2010, Office of the City Auditor report 2010OCA003 be received for information.
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City Auditor

In Favour:

S. Mandel, K. Krushell, B. Henderson, D. Thiele,
M. Norminton, T. Caterina, W. D. Grace

Carried

4.5

[Administrative Response to Office of the City Auditor Consulting Services Review Report](#)

Moved D. Thiele:

That the January 29, 2010, Office of the City Manager report 2010CMO002 be received for information.
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City Manager

In Favour:

S. Mandel, K. Krushell, B. Henderson, D. Thiele,
M. Norminton, T. Caterina, W. D. Grace

Carried

5.

PRIVATE REPORTS

5.1

[2009 External Audit Engagement Letters](#)

The Committee met in private at 11:55 a.m. pursuant to sections 16 and 25 of the *Freedom of Information and Protection of Privacy Act*.

The Committee met in public at 12:05 p.m.

Moved B. Henderson:

That the January 13, 2010, Finance and Treasury Department report 2010FTF006 be received for information.

Finance & Treas.

In Favour:

Carried

S. Mandel, K. Krushell, B. Henderson, D. Thiele,
M. Norminton, T. Caterina, W. D. Grace

6. NOTICES OF MOTION

None

7. ADJOURNMENT

The meeting adjourned at 12:07 p.m.

Chair

City Clerk