



**AUDIT REVIEW COMMITTEE MEETING**  
**MINUTES OF TUESDAY, SEPTEMBER 25, 2018**

**Committee Members present:**

Mayor Campion  
Councillor Grimaldi (Chair)  
Councillor Mastroianni  
Councillor Van Vliet

**Staff present:**

CAO – Gary Long  
Manager of Budgets and Financial Reporting/Deputy Treasurer – Elizabeth Pankoff  
General Manager, Infrastructure & Development Services/City Engineer – Erik Nickel  
Manager of Development Approvals – Grant Munday  
General Manager Human Resources & Legislative Services – Roseanne Mantesso  
Fire Chief – Brian Kennedy  
Manager, Recreation and Culture – Richard Dalton  
Administrative Finance Coordinator, Corporate Services – Nicci Hingley

**Members of Council present:**

Councillor J. Chiochio  
Councillor Fokkens  
Councillor Belcastro

**Call Meeting to Order**

The Chair called the meeting to order at 5:01 p.m.

**Approve Agenda**

Motion moved by Councillor Van Vliet to approve the agenda.

Motion carried.

**Disclosure of Interest**

None.

**Procedural Matter – Approve Minutes of the Meeting of August 28, 2018**

Motion moved by Councillor Mastroianni to approve the minutes of the meeting of August 28, 2018.

Motion carried.

**2018 Audit Plan**

The Manager of Budgets and Financial Reporting/Deputy Treasurer, Elizabeth Pankoff, provided an overview presentation of the 2018 Audit Plan.

The Committee then asked questions.

Motion moved by Mayor Campion to receive for information the 2018 Audit Plan as presented by Manager of Budgets and Financial Reporting/Deputy Treasurer.

Motion carried.

**Year to Date Report – 2018 2<sup>nd</sup> Quarter**

The Manager of Budgets and Financial Reporting/Deputy Treasurer, introduced the Q2 Year-to-Date report for the period ending June 30, 2018, and provided an overview of factors impacting the Budget variances. She advised the Committee that as of June 30, 2018, staff forecasted a small surplus for the City's Operating Budget for fiscal 2018 of approximately \$10,819. For the Water and Wastewater Budgets, as of June 30, 2018, staff forecasted a surplus of \$54,500 for fiscal 2018. This forecast does not include the estimated forecast from the Region.

A handout of the variance summary of outstanding capital projects as of June 30, 2018 was provided to the Committee.

Council members then asked questions.

It was requested that the CAO provide a listing to Council of strategic initiatives covered under the \$3.8 million capital funding from account 10-710-F95, as listed in the Q2 Year-to-Date report.

Motion moved by Councillor Mastroianni to forward to Council, for approval, the Q2 Year-to-Date report for the period ending June 30, 2018.

Motion carried.

**New Business**

None.

**Establish Next Meeting Date**

The next meeting will be at the call of the Chair.

**Adjournment**

Motion moved by Mayor Campion to adjourn the meeting at 5:23 p.m.

Motion carried.