Monday, April 25, 2016
Special Meeting

Members Present:
Regional Councillor M. Palleschi – Wards 2 and 6 (Chair)
Regional Councillor M. Medeiros – Wards 3 and 4 (Vice Chair)
(arrived at 12:02 p.m. – other municipal business)
Regional Councillor E. Moore – Wards 1 and 5,
Regional Councillor G. Miles – Wards 7 and 8
(arrived at 12:01 p.m. – other municipal business)
Regional Councillor G. Gibson – Wards 1 and 5

Staff Present:
Office of the Chief Administrative Officer:
P. Simmons, Chief Corporate Services Officer and Acting Chief
Administrative Officer
K. Liew, Acting Director, Internal Audit
Office of the Mayor:
H. Punia, Chief of Staff
Planning and Infrastructure Services:
J. Pitushka, Acting Chief Planning and Infrastructure Services
Officer
Public Services Department:
B. Rutherford, Director, Business Services
M. Potter, Manager, Business Services
Office of the Chief Operating Officer:
L. Dixit, Senior Advisor, Communications
Corporate Services Department:
E. Evans, Deputy City Clerk
S. Pacheco, Legislative Coordinator
The meeting was called to order at 12:00 p.m. and adjourned at 12:13 p.m.

1. **Approval of Agenda**

   The following motion was considered.

   AU007-2016 That the agenda for the Special Audit Committee Meeting of April 25, 2016 be approved, as printed and circulated.

   Carried

2. **Declaration of Interest under the Municipal Conflict of Interest Act – nil**

3. **Consent**

   * The following items listed with an asterisk (*) were considered to be routine and non-controversial by the Committee and approved.

   (nil)

4. **Delegations/Presentations – nil**

5. **Reports – Internal Audit**

   5.1. Report from Karen Liew, Acting Director, Internal Audit, Office of the Chief Administrative Officer, dated April 12, 2016, re: **Internal Audit Work Plan – 2016** (File GE.a).

   Karen Liew, Acting Director, Internal Audit, Office of the Chief Administrative Officer, provided an overview of the subject report, which included information on the 2016 Internal Audit work plan and an update on the 2015 work plan. Ms. Liew advised that the 2016 work plan was developed in consultation with management and may be amended, as required, based on the needs of the Corporation. Ms. Liew added that the plan achieves the City’s Strategic Plan priority of Good Government and complies with the Internal Audit Charter.

   In regard to the Library Audit, which was carried forward from 2015, Ms. Liew sought guidance from Committee as to whether this audit should proceed, and it was noted that the Library is currently being audited by KPMG Chartered Accountants.
Committee discussion on this matter included:
  • the differences between an internal and external audit
  • preference that an internal audit of the Library be conducted
  • suggestion that staff contact Rebecca Rave, Chief Executive Officer, Brampton Library, to determine the Library’s position on an internal audit process

Further Committee discussion included:
  • limited staff resources in the Internal Audit Division
  • a request to advance the completion of the Transit Presto Revenue Audit due to the timelines of the Metrolinx operating agreements and related negotiations
  • completion of the Employee Purchasing Card Audit and confirmation that information on this audit would be provided at the June 7, 2016 meeting
  • clarification that the audit work plan is flexible and may be changed, as required

The following motion was considered.

AU008-2016 That the report from Karen Liew, Acting Director, Internal Audit, Office of the Chief Administrative Officer, dated April 12, 2016, to the Special Audit Committee Meeting of April 25, 2016, re: Internal Audit Work Plan – 2016 (File GE.a) be received.

  Carried

6. Reports – Finance – nil

7. Other/New Business – nil

8. Question Period – nil

9. Public Question Period – nil

10. Closed Session – nil

11. Adjournment
The following motion was considered.

AU009-2016 That the Audit Committee do now adjourn to meet again on June 7, 2016, at 9:30 a.m. or at the call of the Chair.

Carried

Regional Councillor M. Palleschi, Chair