



**Audit Committee Minutes
City of Peterborough
June 19, 2017
Draft Minutes Not Approved**

**Minutes of a Meeting of Audit Committee held on Monday, June 19,
2017 in the Doris Room, City Hall**

The meeting of the Audit Committee was called to order at 4:15 p.m. in the Doris Room.

Audit Committee Members:

Councillor Beamer (arrived at 4:16 p.m.)
Councillor Clarke, Chair
Councillor Baldwin
Councillor Vassiliadis
Mayor Bennett

Staff:

Allan Seabrooke, Chief Administrative Officer
Wayne Jackson, Director of Utility Services
Sandra Clancy, Director of Corporate Services
Patricia Lester, City Solicitor and Director of Legal Services
Richard Freymond, Manager of Financial Services
Darren Hancock, Chief Accountant
John Kennedy, City Clerk

Guests:

Joanna Park, Collins Barrow Kawarths LLP
Richard Steinginga, Collins Barrow Kawarths LLP
Duane Potter, Collins Barrow Kawarths LLP

Minutes – November 7, 2016

Moved by Mayor Bennett

That the minutes of the Audit Committee meeting held on November 7, 2016 be approved.

“CARRIED”

Audit Committee Minutes
June 19, 2017
Page 2

Disclosure of Pecuniary Interest

There were no disclosures of Pecuniary Interest.

Consent Agenda

Moved by Councillor Vassiliadis

That items 3, 4 and 5 be passed as part of the Consent Agenda.

“CARRIED”

Director of Corporate Services

Report CPFS17-025

Tax Adjustments under Section 356 and Tax Appeals under Sections 357, 358 and 359 of the Municipal Act, 2001

Moved by Councillor Vassiliadis

That Council approve the recommendations outlined in report CPFS17-025 dated June 19, 2017, of the Director of Corporate Services as follows:

- a) **That tax reductions in the amount of \$204,877.69, calculated in accordance with Sections 357, 358 and 359 of the Municipal Act, 2001 and attached to report CPFS17-025 as Appendix A be received.**
- b) **That land apportionments under Section 356 of the Municipal Act, 2001 be received.**

“CARRIED”

Audit Committee Minutes
June 19, 2017
Page 3

Director of Corporate Services
Report CPFS17-027
Audit of the Consolidated Financial Statements of the City of
Peterborough - Acknowledgement Letter

Moved by Councillor Vassiliadis

That Council approve the recommendations outlined in report CPFS17-027 dated June 19, 2017, of the Director of Corporate Services as follows:

- a) That the Acknowledgement Letter Audit of the Consolidated Financial Statements of the City of Peterborough be received.**
- b) That the Mayor and Chair of the Audit Committee be authorized to sign the acknowledgement letter.**

“CARRIED”

Director of Corporate Services
Report CPFS17-028
Treasurer’s Report, 2016 Consolidated Financial Report, 2016 Trust
Funds Financial Statement and Five-Year Review

Moved by Councillor Vassiliadis

That Council approve the recommendations outlined in report CPFS17-028 dated June 19, 2017, of the Director of Corporate Services as follows:

- a) That Report CPFS17-028, Treasurer’s Report, 2016 Consolidated Financial Report, the 2016 Trust Funds Financial Statement and Five Year Review be received as information.**
- b) That the underlying accounting policies as detailed in the Notes to the Financial Statements be approved.**
- c) That the Treasurer’s Report, 2016 Consolidated Financial Report and 2016 Trust Funds Financial Statement, as presented and received, be submitted to the Province of Ontario.**

“CARRIED”

Audit Committee Minutes
June 19, 2017
Page 4

Director of Corporate Services
Report CPFS17-029
Management Letter and Verbal Audit Findings Report for the year
ended December 31, 2016

Moved by Mayor Bennett

That Council approve the recommendation outlined in report CPFS17-029 dated June 19, 2017, of the Director of Corporate Services as follows:

That the audit of the December 31, 2016 Financial Statements Letter (Management Letter) appended to report CPFS17-029 and the Verbal Audit Findings Report presented by Collins Barrow Kawarthas LLP for the year ended December 31, 2016 be received as information.

“CARRIED”

Director of Corporate Services
Report CPFS17-030
Corporate Overtime Audit

Moved by Mayor Bennett

That Council approve the recommendation outlined in report CPFS17-030 dated June 19, 2017, of the Director of Corporate Services as follows:

That the 2013 – 2016 Overtime audit, attached to Report CPFS17-030 as Appendix A, be received for information.

“CARRIED”

Other Business

There were no items of Other Business.

**Audit Committee Minutes
June 19, 2017
Page 5**

Adjournment

Moved by Mayor Bennett

That this meeting of Audit Committee adjourn at 4:19 p.m.

"CARRIED"

John Kennedy
City Clerk

Councillor Clarke
Chair