



Audit Committee Meeting
Agenda

Date: September 12, 2022
Time: 3:30 p.m.
Location: Hybrid meeting- virtual and Council Chambers, City Hall
Contact: Committee Clerk, Suzanne.Gillies@burlington.ca, 905-335-7777, x 7862

1. Declarations of Interest:

2. Delegation(s):

Standing committee and City Council meetings are held using a hybrid model, allowing members of Council, city staff and the public the option of participating remotely or in-person at city hall, 426 Brant St. Requests to delegate to this hybrid meeting can be made by completing the online delegation registration form at www.burlington.ca/delegate, by submitting a written request by email to the Office of the City Clerk at clerks@burlington.ca or by phoning 905-335-7600, ext. 7481 by noon the business day before the meeting is to be held.

It is recommended that virtual delegates include their intended remarks, which will be circulated to all members in advance, as a backup to any disruptions in technology issues that may occur. If you do not wish to delegate, but would like to submit correspondence, please email your comments to clerks@burlington.ca. Any delegation notes and comments will be circulated to members in advance of the meeting and will be attached to the minutes, forming part of the public record.

3. Consent Items:

Reports of a routine nature, which are not expected to require discussion and/or debate. Staff may not be in attendance to respond to queries on items contained in the Consent Agenda.

3.1. Evaluation of external auditors (F-26-22)

Receive and file finance department report F-26-22 providing an evaluation of the external auditors.

3.2. Financial highlights for the period ended June 30, 2022 (F-28-22)

Receive and file finance department report F-28-22 providing financial highlights as at June 30, 2022.

3.3. Aldershot Village Business Improvement Area Update (F-32-22)

Receive and file finance department report F-32-22 providing an update on Aldershot Village Business Improvement Area (Aldershot BIA) 2021 financial statements and review of internal control policies and procedures.

3.4. Summary of In-Progress Management Action Plans (CA-07-22)

Receive and file office of the city auditor report CA-07-22 providing a summary of the Management Action Plans in progress as identified in Appendix A.

3.5. Quarterly Dashboard for Office of the City Auditor (CA-08-22)

Receive and file office of the city auditor report CA-08-22 providing a quarterly dashboard of City Auditor Key Performance Indicators (KPI's).

4. **Regular Items:**

5. **Confidential Items:**

Confidential reports may require a closed meeting in accordance with the Municipal Act, 2001. Meeting attendees may be required to leave during the discussion.

6. **Procedural Motions:**

7. **Information Items:**

8. **Staff Remarks:**

9. **Committee Remarks:**

10. **Adjournment:**