



Location:	Committee Room C-11, Tom Davies Square
Commencement:	3:10 PM
Adjournment:	4:41 PM

Minutes

**For the 6th Audit Committee Meeting held
Monday, August 9, 2010**

Chair

COUNCILLOR BERTHIAUME, IN THE CHAIR

Present

Councillors Thompson (A3:22pm); Callaghan; Caldarelli; Mayor Rodriguez
Councillor Landry-Altmann

City Officials

Doug Nadorozny, Chief Administrative Officer; Brian Bigger, Auditor General; Carolyn Jodouin, Senior Auditor; Greg Clausen, General Manager of Infrastructure Services; Bill Lautenbach, General Manager of Growth & Development; Lorella Hayes, Chief Financial Officer/Treasurer; Caroline Hallsworth, Executive Director, Administrative Services; Roger Sauve, Director of Transit Services; Ron Henderson, Director of Citizen Services; Brent Fleury, Senior Budget Analyst; Angie Haché, City Clerk

Declarations of Pecuniary Interest

None declared.

Closed Meeting

2010-08 Caldarelli-Callaghan: THAT the Audit Committee move to Closed Meeting to deal with two Security Matters regarding Audit of Cash Handling – Transit and Parking Operations and Amendment to the Annual Audit Plan in accordance with the *Municipal Act, 2001*, s.239(2).

CARRIED

The Committee noted that the Agenda for the Closed Meeting should have indicated two Security Matters rather than one Security Matter and one Litigation or Potential Litigation Matter rather than.

Recess

At 4:13 p.m., the Audit Committee recessed.

Reconvene

At 4:16 p.m., the Audit Committee commenced the regular meeting.

Chair

COUNCILLOR CALDARELLI, IN THE CHAIR

Present

Councillors Berthiaume; Callaghan; Thompson; Mayor Rodriguez
Councillor Landry-Altmann

City Officials

Doug Nadorozny, Chief Administrative Officer; Brian Bigger, Auditor General; Carolyn Jodouin, Senior Auditor; Greg Clausen, General Manager of Infrastructure Services; Bill Lautenbach, General Manager of Growth & Development; Lorella Hayes, Chief Financial Officer/Treasurer; Caroline Hallsworth, Executive Director, Administrative Services; Roger Sauvé, Director of Transit Services; Ron Henderson, Director of Citizen Services; Brent Fleury, Senior Budget Analyst; Ian Wood, Chief of Staff to the Mayor; Angie Haché, City Clerk; Franca Bortolussi, Council Secretary

News Media

Northern Life, Sudbury Star

Declarations of Pecuniary
Interest and the General
Nature Thereof

None declared.

MATTERS ARISING FROM THE "CLOSED MEETING"

Rise and Report

Deputy Mayor Berthiaume, as Chair of the Closed Meeting, reported the Audit Committee met to deal with two Security Matters regarding Audit of Cash Handling – Transit and Parking Operations and Amendment to the Annual Audit Plan in accordance with the *Municipal Act, 2001*, s.239(2) and one resolution emanated therefrom.

Amendment to the Annual
Audit Plan

2010-09 Thompson-Rodriguez: THAT the Audit Committee recommend to the Council of the City of Greater Sudbury that the annual audit plan be amended to add an additional audit regarding Contract Management and invoicing in Infrastructure Services;

AND THAT the Auditor General be authorized to proceed to procure resources as required to be funded from the Auditor General's Reserve.

CARRIED

Presentations

- 1 . Report dated August 3, 2010 was received from the Auditor General regarding Cash Handling Audit for Transit and Parking Services – Final Audit Report Summary.

Brian Bigger, Auditor General, made an electronic presentation regarding the Cash Handling Audit for Transit and Parking Services. He indicated that, at the time of the audit, the overall audit rating was fair. He stated he is pleased with the overall management response and Transit Services initiatives including new fair boxes, changes to locks on parking meters, change of keys on cash collecting devices, restructuring of departments, review of contracts and added security. He further stated there is no significant risk to the City. He advised that Transit Services has taken the recommendations seriously and have fully implemented 36 of the 44 recommendations and are in the process of implementing the rest in the near future. He indicated that although they were given a fair rating, if the Auditors were to return now, with all the changes that have been made, they would be given an excellent rating.

The Auditor General indicated that some of the key issues were:

- no documented policies or procedures;
- segregation of duties;
- safeguards over keys and changing of combinations of safes/vaults;
- safeguards over transit passes and cash;
- reducing quantity of cash handling.

The following motion was presented:

2010-10 Berthiaume-Caldarelli: THAT the Audit Committee accept the report dated August 3, 2010 from the Auditor General regarding Cash Handling Audit for Transit and Parking Services identifying audit issues and the steps taken by Staff to resolve them, including the adequacy of management responses to audit concerns.

CARRIED

Managers' Reports

- 2 . That the Audit Committee recommend to Council that the Purchasing By-Law and Delegation By-law be amended so as to allow the Auditor General to retain independent legal counsel, on behalf of Council, and in support of the Auditor General's Mandate and Workplan, as described in the Report from the Auditor General dated August 05, 2010.

Adjournment

2010-12 Berthiaume-Caldarelli: THAT this meeting does now adjourn. Time: 4:41 p.m.