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City of Barrie

Minutes - Final

Finance and Corporate Services Committee

Wednesday, February 28, 2018 | **7:00 PM** | **Council Chamber**

For consideration at General Committee on March 19, 2018.

The meeting was called to order by the Chair, Councillor B. Ward at 7:02 p.m. The following were in attendance for the meeting:

Present:	3 -	Councillor, B. Ward Councillor, S. Trotter Councillor, M. McCann
Absent:	2 -	Mayor, J. Lehman Councillor, A. Prince

STAFF:
Acting City Clerk/Director of Legislative and Court Services, W. Cooke
Chief Administrative Officer, M. Prowse
Committee Support Clerk, T. McArthur
Director of Finance/Treasurer, C. Millar
Director of Internal Audit, S. MacGregor
General Manager of Community and Corporate Services, D. McAlpine
General Manager of Infrastructure and Growth Management, R. Forward.

The Finance and Corporate Services Committee met and reports as follows:

SECTION "A"

PRESENTATION CONCERNING THE 4TH QUARTER INTERNAL AUDIT STATUS UPDATE

Ms. Sarah MacGregor, Director of Internal Audit provided a presentation concerning the 4th Quarter Internal Audit Status Update.

Ms. MacGregor discussed slides concerning the following topics:

- The Internal Audit activities in the 4th Quarter;
- A review and recommendations of the cash handling for the Legislative and Court Services Department and the former Mady Centre;
- The process review and recommendations related to the operations, training and communication, and policies and procedures of the IT Service Desk;
- A graph illustrating of the use of consultants by the City from 2014 to 2016;
- A graph illustrating the actual cost associated with the use of consultants 2014 to 2016;
- A chart illustrating the extended health benefits claims by City staff from 2014 - 2016; and
- A review of Water Operations and Operations Centre's Store Inventory counts.

Members of the Committee asked a number of questions and received responses from City staff.

SECTION "B"

REPORT OF THE INTERNATIONAL RELATIONS COMMITTEE DATED NOVEMBER 21, 2017

The Report of the International Relations Committee dated November 21, 2017 was received. (File: C05)

REPORT OF THE TOWN AND GOWN COMMITTEE DATED NOVEMBER 28, 2017

The Report of the Town and Gown Committee dated November 28, 2017 was received. (File: C05)

The Finance and Corporate Services Committee met and recommends adoption of the following recommendation(s):

SECTION "C"

AMENDMENT TO THE TOWN AND GOWN COMMITTEE'S TERMS OF REFERENCE RELATED TO COMMITTEE COMPOSITION

That the Terms of Reference for the Town and Gown Committee be amended to add a student property manager from the private sector to the Committee's composition.

This matter was recommended to General Committee for consideration of adoption at its meeting to be held on 03/19/2018.

The Finance and Corporate Services Committee met and reports as follows:

SECTION "D"

REPORT OF THE ACCESSIBILITY ADVISORY COMMITTEE DATED DECEMBER 7, 2017

The Report of the Accessibility Advisory Committee dated December 7, 2017 was received. (File: C05)

REPORT OF THE TOWN AND GOWN COMMITTEE DATED JANUARY 23, 2018

The Report of the Town and Gown Committee dated January 23, 2018 was received. (File: C05)

REPORT OF THE ACCESSIBILITY ADVISORY COMMITTEE DATED JANUARY 25, 2018

The Report of the Accessibility Advisory Committee dated January 25, 2018 was received. (File: C05)

The Finance and Corporate Services Committee met and recommends adoption of the following recommendation(s):

SECTION "E"

4TH QUARTER INTERNAL AUDIT STATUS REPORT, SUMMARY OF 2017 INTERNAL AUDIT ACTIVITY, AND 2018 INTERNAL AUDIT WORK PLAN

1. That the 4th Quarter Internal Audit Status Report be received as information.

2. That the Summary of 2017 Internal Audit Activity attached as Appendix “E” to the Report to the Finance and Corporate Services Committee dated February 28, 2018 be received as information.

3. That the Internal Audit Work Plan for 2018 attached as Appendix “F” to the Report to the Finance and Corporate Services Committee dated February 28, 2018 be approved.

This matter was recommended to General Committee for consideration of adoption at its meeting to be held on 3/19/2018.

The meeting adjourned at 7:43 p.m.

CHAIRMAN