

August 20, 2020

**SUBJECT:** Recommendations for Consideration from:  
Audit Committee

**MEMO TO:** Lord Mayor & Council

**FROM:** Colleen Hutt, Deputy Clerk

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The Audit Committee, at their meeting of August 18, 2020, recommended and approved the following for consideration by Council:

**Item 8.1 Appointment of Chair/Membership Review**

1. Councillor Bisback be appointed Chair and Councillor Arsenault will act as Vice-Chair.

**Item 8.2 Capital Review**

2. that \$15,000 from C00775 be kept for Tourist Wayfinding Signage.
3. to receive Report ADC-20-010 as amended and move the funds identified to a separate COVID-19 reserve.

**Item 9 New Business**

3. that the Director report back to the Audit Committee on issues related to handling the accounting of the Niagara District Airport Commission.

The following are attached for Council approval:

- Minutes - August 18, 2020



## AUDIT COMMITTEE MEETING MINUTES

Tuesday August 18, 2020

02:00 PM

### **PRESENT:**

Councillors: Allan Bisback, Norm Arsenault, Gary Burroughs (3:37pm), John Wiens

### **REGRETS:**

### **STAFF:**

Kyle Freeborn	Director, Corporate Services/Treasurer
Sheldon Randall	Chief Administrative Office (I)
Nick Ruller	Fire Chief
Peter Todd	Town Clerk
Nick Alaimo	Deputy Treasurer
Amy Sager	Finance Coordinator

### **OTHERS:**

Councillor Wendy Cheropita

### **1. Call to Order**

The Vice Chair Councillor Bisback called the meeting to order at 2:00pm.

### **2. Adoption of Agenda**

Councillor Burroughs added Accounting for the Niagara District Airport Commission to the agenda under New Business.

Moved by Councillor Burroughs that the agenda be adopted as amended.

### **APPROVED.**

### **3. Conflict of Interest**

No conflicts of interest were declared at this time.

### **4. Previous Minutes**

The Committee reviewed the minutes of the June 2nd and June 24th meetings.

## **5. Presentations**

There were no presentations at this time.

## **6. Announcements**

There were no announcements at this time.

## **7. Correspondence**

There was no correspondence at this time.

## **8. Business**

### **8.1 Appointment of Chair/Membership Review**

Moved by Councillor Arsenault that Councillor Bisback be appointed Chair and Councillor Arsenault will act as Vice-Chair.

**APPROVED.**

### **8.2 Capital Review**

Moved by Councillor Arsenault that \$15,000 from C00775 be kept for Tourist Wayfinding Signage.

**APPROVED.**

Moved by Councillor Burroughs to receive Report ADC-20-010 as amended and move the funds identified back to the original reserves.

**DEFEATED.**

Moved by Councillor Arsenault to receive Report ADC-20-010 as amended and move the funds identified to a separate COVID-19 reserve.

**APPROVED.**

### **8.3 Operating and Capital Budget Variances**

Moved by Councillor Arsenault to receive report.

**APPROVED.**

### **8.4 COVID-19 Financial Impacts Update to June 30, 2020.**

Moved by Councillor Wiens to receive report.

**APPROVED.**

### **8.5 Heritage Tax Rebate**

The Director of Corporate Services provided an update on the Heritage Tax Rebate program review.

Items 8.6 to 8.13 were deferred to the next Audit Committee meeting.

### **9. New Business**

Moved by Councillor Burroughs that the Director report back to the Audit Committee on issues related to handling the accounting of the Niagara District Airport Commission.

**APPROVED.**

### **10. Next Meeting Date**

The next meeting date is to be determined.

### **11. Adjournment**

**ADJOURNMENT: 03:44 PM**