



## **Audit Committee Meeting**

### **Minutes**

**A#02-23**

**Tuesday, November 14, 2023, 1:30 p.m.**

**Council Chambers**

**225 East Beaver Creek Road**

**Richmond Hill, Ontario**

An Audit Committee meeting of the Council of the City of Richmond Hill was held on Tuesday, November 14, 2023 at 1:31 p.m. in Council Chambers via videoconference.

Committee Members present in Council Chambers:

Regional and Local Councillor DiPaola (Vice-Chair)  
Councillor Thompson

Regrets:

Mayor West (Chair)

Also in present via videoconference:

Councillor Davidson  
Councillor Cilevitz

Staff Members present in Council Chambers:

G. Li, Director, Financial Services and Treasurer  
H. Punia, Chief of Staff to the Mayor  
D. Selicean, Financial Management Advisor - Capital and Reserves Management  
R. Ban, Deputy City Clerk  
L. Sampogna, Council/Committee Coordinator  
C. Connolly, Legislative Services Assistant

Staff Members present via videoconference:

S. Adams, Commissioner of Corporate and Financial Services  
K. Kwan, Commissioner, Planning and Building Services  
T. Steele, Commissioner of Community Services

N. Kalyvas, Acting Executive Director, Infrastructure and Engineering Services  
A. Iannucci, Chief Transformation Officer  
D. Hearn, Director, Recreation and Culture  
M. Wong, Executive Assistant to the City Manager

Melanie Dugard, Principal, Grant Thornton LLP; was also in attendance via videoconference.

**1. Adoption of Agenda**

Moved by: Councillor Thompson

That the agenda be adopted as distributed by the Clerk.

Carried Unanimously

**2. Disclosures of Pecuniary Interest and General Nature Thereof**

There were no disclosures of pecuniary interest by members of Council under the *Municipal Conflict of Interest Act*.

**3. Delegations**

There were no delegations.

**4. Scheduled Business**

**4.1 Report from Grant Thornton LLP regarding Audit Strategy for the year ended December 31, 2023**

Melanie Dugard, Principal, Grant Thornton LLP, provided an overview of the information contained in the Report to the Audit Committee, regarding Audit strategy, for the year ended December 31, 2023. She reviewed details of the Report related to the audit plan and risk assessment, noted considerations and significant risks, and highlighted the timing of the audit work and communication for the audit results.

Moved by: Councillor Thompson

a) That the Report from Grant Thornton LLP, regarding Audit Strategy for the year ended December 31, 2023, be received.

Carried Unanimously

**4.2 SRCFS.23.055 - Capital Project Financial Status Report**

Moved by: Councillor Thompson

a) That all capital projects listed in Appendix “A” to Staff Report SRCFS.23.055:

- i. Be closed
- ii. Projects with a net surplus of \$4.08 million be returned to sources as identified; and

b) That Budget and Funding Adjustments in the amount of \$0.39 million returned to sources as identified in Appendix “B” to Staff Report SRCFS.23.055, be approved;

c) That the Status of Capital Projects List in Appendix “F” to Staff Report SRCFS.23.055, be received.

Carried Unanimously

**5. Adjournment**

Moved by: Councillor Thompson

That the meeting be adjourned.

Carried Unanimously

The meeting was adjourned at 1:41 p.m.