

Minutes of a Meeting of the Audit Committee held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Tuesday, September 20, 2016 commencing at 4:00 p.m.

Present: T. Ault, Chair
S. Germain, Councillor
J. Stroud, Councillor

Administration: M. Ulliac, Chief Administrative Officer
A. Rogers, Senior Legislative Officer
J. Wall, Legislative Coordinator

Call to Order

Councillor T. Ault called the meeting to order at 4:04 p.m.

1. Adoption of the Agenda

Moved by Councillor J. Stroud that the Agenda be adopted as presented.

CARRIED UNANIMOUSLY

2. Minutes of the Audit Committee meeting – April 20, 2016

Moved by Councillor J. Stroud that the Minutes from the Audit Committee meeting held on April 20, 2016 be approved as presented.

CARRIED UNANIMOUSLY

New and Unfinished Business

3. Appointment of External Auditor – 2017 Year End
(4:05 p.m. – 4:09 p.m.)

Linda Ollivier, Director of Finance, provided a brief presentation on the appointment of an External Auditor for the 2017 year end.

Moved by Councillor J. Stroud that the following be recommended to Council for Approval:

1. THAT Deloitte LLP be reappointed as external auditor for the Regional Municipality of Wood Buffalo, Wood Buffalo Regional Library, Regional Recreation Corporation and Wood Buffalo Housing & Development Corporation for the December 31, 2017 year end audit.
2. THAT Administration be authorized to enter into a one year contract extension for the provision of external audit services for the December 31, 2017 year end by Deloitte LLP.
3. THAT Administration prepare and issue a Request for Proposal (RFP) for the provision of external auditing services commencing December 31, 2018.

CARRIED UNANIMOUSLY

4. 2016 External Audit Service Plan – Deloitte LLP
(4:10 p.m. – 4:27 p.m.)

Arrival:

Councillor S. Germain joined the meeting at 4:16 p.m.

Rachel Gosse and Sanjeev Rajani, Deloitte LLP, provided a presentation on the 2016 External Audit Service Plan.

Moved by Councillor S. Germain that the 2016 External Audit Service Plan as provided by the external Auditors, Deloitte LLP, be approved.

CARRIED UNANIMOUSLY

5. Expense Summary – Council and Office of the Chief Administrative Officer (CAO) – Period Ending June 30, 2016
(4:28 p.m. – 4:30 p.m.)

Moved by Councillor J. Stroud that the Expense Summary for Council and the Office of the Chief Administrative Officer (CAO) for the period January 1 - June 30, 2016 be received as information.

CARRIED UNANIMOUSLY

6. Policy Log Update
(4:31 p.m. – 4:32 p.m.)

Marcel Ulliac, Chief Administrative Officer, provided a brief update on the Accountability, Integrity and Transparency Audit and the progress made to date.

7. Next Meeting Date
(4:33 p.m. – 4:34 p.m.)

Moved by Councillor J. Stroud that the next Audit Committee meeting be held on Tuesday, February 14, 2017 at 4:00 p.m.

CARRIED UNANIMOUSLY

Adjournment

As all scheduled business matters had been concluded, Councillor T. Ault declared the meeting adjourned at 4:34 p.m.

Chair

Chief Legislative Officer