

ST. JOHN'S

Minutes of Audit and Accountability Standing Committee

December 16, 2020

10:30 a.m.

Virtual

Present:

- Boyd Chislett, Citizen Representative - Chair
- Mayor Danny Breen
- Councillor Deanne Stapleton
- Derek Coffey, Deputy City Manager of Finance and Administration
- Sean Janes, City Internal Auditor
- Sean McGrath, Senior Internal Auditor
- Tanya Haywood, Deputy City Manager Community Services
- Shanna Fitzgerald, Legislative Assistant

1. **CALL TO ORDER**
2. **PRESENTATIONS/DELEGATIONS**
3. **APPROVAL OF THE AGENDA**

Moved By Deanne Stapleton

Seconded By Danny Breen

That the agenda be adopted as presented.

MOTION CARRIED

4. **ADOPTION OF THE MINUTES**
 - 4.1 **Adoption of Minutes - August 6, 2020**

Moved By Danny Breen

Seconded By Deanne Stapleton

That the minutes of the meeting held on August 6, 2020 be adopted as presented.

MOTION CARRIED

5. BUSINESS ARISING FROM THE MINUTES

6. NEW BUSINESS

6.1 St. John's Regional Fire Department - Review of Training Division

The Senior Internal Auditor presented the St. John's Regional Fire Department Review of Training Division report and the associated action plans put forth by management.

Moved By Deanne Stapleton

Seconded By Danny Breen

That Council approve the SJRFD – Review of Training Division report and the associated action plans put forth by management.

MOTION CARRIED

6.2 Summary of Outstanding Internal Audit Recommendations

The City Internal Auditor provided an overview of the above listed for the information of the Committee.

6.3 Status of Previously Issued Audit Reports

The City Internal Auditor provided an update on the status of previously issued audit reports.

6.4 Closure of Recreation Division Report

The City Internal Auditor provided an overview of the above listed for the information of the committee.

Moved By Boyd Chislett

Seconded By Deanne Stapleton

That Council approve the removal of the H.G.R. Mews Community Centre and Wedgewood Park Recreation Centre (Cash Handling, Petty Cash,

Sales and Attendance Reporting) audit report from Internal Audit's follow-up list.

MOTION CARRIED

6.5 Closure of Commercial Property Tax Allowance Report

The City Internal Auditor provided an overview of the above listed for the information of the committee.

Moved By Boyd Chislett

Seconded By Deanne Stapleton

That Council approve the removal of the Commercial Property Tax Allowance audit report from Internal Audit's follow-up list.

MOTION CARRIED

6.6 2020 Audit Plan Update

The City Internal Auditor provided the committee with an update on the 2020 Audit Plan.

7. ADJOURNMENT

There being no further business, the meeting adjourned at 11:30 am.

CHAIR, BOYD CHISLETT