



# REGIONAL MUNICIPALITY OF WATERLOO AUDIT COMMITTEE MINUTES

Tuesday, June 18, 2013  
3:57 p.m.  
Room 217  
150 Frederick Street, Kitchener, Ontario

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Present were: Chair T. Galloway, K. Seiling, S. Strickland, J. Wideman and C. Zehr

## **MOTION TO GO INTO CLOSED SESSION**

MOVED by C. Zehr

SECONDED by J. Wideman

THAT a closed meeting of the Audit Committee be held on Tuesday, June 18, 2013, immediately following the Community Services Committee meeting, in Room 217, in accordance with Section 239 of the *Municipal Act*, 2001, for the purposes of considering the following subject matters:

- a) labour relations

CARRIED

## **MOTION TO RECONVEN INTO OPEN SESSION**

MOVED by C. Zehr

SECONDED by J. Wideman

THAT the meeting reconvene into Open Session.

CARRIED

## **DECLARATIONS OF PECUNIARY INTEREST UNDER THE *MUNICIPAL CONFLICT OF INTEREST ACT***

None declared.

## **REPORTS – Chief Administrative Officer**

- a) CA-13-002/P-13-037, Cultural Sites - Program Review 2012-2013

David A. Young, Manager, Internal Audit, provided an overview of the themes of the program review.

Lucille Bish, Director, Community Services, summarized the proposed actions, as outlined in the report, which will include developing a strategic plan and enhanced marketing.

Rob Horne, Commissioner, Planning, Housing and Community Services, stated that the themes he derived from the program review were corporate cohesion and community integration, both of which offer the Region the opportunity to leverage culture in the community.

The Committee discussed the costs involved in the review and implementation processes.

Mike Murray, Chief Administrative Officer, advised that this report will go on the Community Services agenda in August since the matter of cultural sites falls under the Committee's area.

MOVED by J. Wideman  
SECONDED by C. Zehr

THAT the Audit Committee endorse the recommendations and proposed actions of the Cultural Sites – Program Review 2012-2013 as described in Report No. CA-13-002/P-13-037, dated June 18, 2013;

AND THAT \$50,000 from Project 4404 Visitor Services, included in the McDougall Cottage 2013 Ten Year Capital Program, be transferred to a new project in order to complete the Strategic Planning for the Cultural Sites Program in 2013.

CARRIED

#### **INFORMATION/CORRESPONDENCE**

a) Memo: List of Program Reviews, Compliance Audits and Control Consultations Conducted by Internal Audit was received for information and in response to a request made during the previous Committee meeting.

#### **ADJOURN**

MOVED by J. Wideman  
SECONDED by C. Zehr

THAT the meeting adjourn at 4:47 p.m.

CARRIED

**COMMITTEE CHAIR, *T. Galloway***

**COMMITTEE CLERK, *S. Natolochny***