



DATE: December 8, 2020
TO: Mayor and Members of Council
FROM: Todd Coles, City Clerk
RE: Item #1, Committee of the Whole (2), December 8, 2020
**AUDIT COMMITTEE TERMS OF REFERENCE AND AMENDED
PROCEDURE BY-LAW AND AUDIT COMMITTEE CHARTER**

**Communication : C11
Committee of the Whole (2)
December 8, 2020
Item # 1**

Recommendation

- 1) That amendments to the Procedure By-law 7-2011, as amended, to facilitate the establishment of an Audit Committee, be approved.

Background

City of Vaughan Procedure By-law 7-2011, as amended

The Procedure By-law establishes the principles and rules to be used for meetings of Council and its Committees. The Procedure By-law enhances stakeholder participation, community involvement and opportunities for valuable input from the public, other stakeholders and relevant experts on matters that come before Council. The amendments proposed in the Director of Internal Audit's report continue to build upon the governance model established by the Procedure By-law.

Establishment of an Audit Committee

The report of the Director of Internal Audit contemplates the amendment of the Procedure By-law, along with Audit Committee Terms of Reference and Committee Charter. The Procedure By-law will be amended to include the Audit Committee as an ad hoc committee with a defined mandate. The Audit Committee will report to Council through the Committee of the Whole. Amending the Procedure By-law is one of the steps to implement the Audit Committee.

Conclusion

Amending the Procedure By-law to incorporate references to the Audit Committee, in accordance with the report of the Director of Internal Audit, ensure the Committee's mandate and reporting structure is clearly defined.

For more information, contact Todd Coles, City Clerk, ext. 8281

Respectfully submitted by

A handwritten signature in blue ink, appearing to read "T. Coles".

Todd Coles, City Clerk