

THE CITY OF VAUGHAN

BY-LAW

BY-LAW NUMBER 190-2020

A By-law of the Corporation of the City of Vaughan to amend By-law 7-2011 (Procedure By-law), as amended, which governs the proceedings of Council and Committees of Council.

WHEREAS section 238(2) of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended, requires every municipality and local board to pass a procedure by-law for governing the calling, place and proceedings of meetings;

AND WHEREAS the opinion of Council of The Corporation of the City of Vaughan is to establish an Audit Committee;

AND WHEREAS the Council of The Corporation of the City of Vaughan has determined that it is desirable to make amendments to By-law 7-2011, as amended;

NOW THEREFORE the Council of The Corporation of the City of Vaughan ENACTS AS FOLLOWS:

1. That City of Vaughan By-law Number 7-2011, as amended, is hereby further amended as follows:
 - a) That the definition for COMMITTEE be deleted and replaced with the following in Section 1.5 INTERPRETATION AND DEFINITIONS:
“COMMITTEE - Committee of the Whole, Committee of the Whole (Closed Session), Committee of the Whole (Public Hearing), a Statutory Committee, Audit Committee, an Ad Hoc Committee, or a Sub-Committee.”
 - b) That the definition for EXTERNAL AUDITOR be added in Section 1.5 INTERPRETATION AND DEFINITIONS:
“EXTERNAL AUDITOR – A person or firm that is independent from the City and is responsible for providing an audit opinion on the statutory financial statements.”
 - c) That the definition for WORKING DAY be added in Section 1.5 INTERPRETATION AND DEFINITIONS:

“WORKING DAY – means any day except any Saturday, any Sunday, or any day which is a federal or provincial legal holiday.”

- d) That the definition for DIRECTOR OF INTERNAL AUDIT be added in Section 1.5 INTERPRETATION AND DEFINITIONS:

“DIRECTOR OF INTERNAL AUDIT – means the Director of Internal Audit of the City of Vaughan or his or her designate.”

- e) That the definition for AUDIT COMMITTEE CHAIRPERSON be added in Section 1.5 INTERPRETATION AND DEFINITIONS:

“AUDIT COMMITTEE CHAIR – means the person elected as the Chair of the Audit Committee.”

- f) That the following be added to Section **1.4 STATUTORY, AD HOC AND SUB-COMMITTEES:**

“(10) AUDIT COMMITTEE

Mandate: To assist Council in the discharge of governance, accountability and controllership responsibilities by ensuring risks are being appropriately addressed through strong governance, a risk/control and compliance framework, appropriate stewardship and an effective internal audit activity.

Reporting: The Audit Committee reports to Council through the Committee of the Whole.

Chair: To be elected by the members of the Audit Committee.

Meetings: The Audit Committee will be scheduled to meet a minimum of five (5) times each year in order to provide Council with timely information. Audit Committee meetings will be scheduled in January, April, June, September and November. Additional Audit Committee meetings may be held at the recommendation of the Director of Internal Audit, the External Auditor, or by call of the Audit Committee Chair or the City Clerk.

Agenda: The main Audit Committee agenda shall be available in print form on the Friday at least seven (7) Working Days prior to the meeting and posted on the Tuesday at least five (5) Working

Days prior to the meeting.”

Enacted by City of Vaughan Council this 15th day of December, 2020.

Hon. Maurizio Bevilacqua, Mayor

Todd Coles, City Clerk

Authorized by Item No. 1 of Report No. 61
of the Committee of the Whole
Adopted by Vaughan City Council on
December 15, 2020.