



Staff Report

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Report To:	Joint Committees		
Date of Meeting:	October 25, 2021	Report Number:	FSD-048-21
Submitted By:	Trevor Pinn, Director of Financial Services/Treasurer		
Reviewed By:	Andrew C. Allison, CAO	Resolution#:	
File Number:	[If applicable, enter File Number]	By-law Number:	
Report Subject:	Appointment of Alternate to Audit and Accountability Committee		

Recommendations:

1. That Report FSD-048-21 and any related communication items, be received;
2. That, in accordance with the Appointment to Committee policy, Councillor _____ be appointed to the Audit and Accountability Committee;
3. That the Terms of Reference of the Audit and Accountability Committee be amended to add an alternate member of Council; and
4. That all interested parties listed in Report FSD-048-21 and any delegations be advised of Council's decision.

Report Overview

The Audit and Accountability Committee consists of three appointed members. If a member is away, the alternate member would be able to attend the meeting in their place and continue the work of the Committee.

1. Background

- 1.1 The Audit and Accountability Committee consists of three Members of Council. If a committee member is away, the work of the Committee may continue as there is a quorum; however, if one of the two remaining individuals declares a conflict, the work of that Committee must wait for the next meeting. Delays resulting from rescheduled meetings could have consequences on time-sensitive matters, such as approval of financial statements, directions to the Internal Auditor or other issues.
- 1.2 At its meeting on August 4, 2021, the Audit and Accountability Committee passed a resolution asking Council to add an alternate member to the Committee to be available when a member of the Committee was unable to attend. Appointing an alternate member would ensure that the work of the Committee could continue, if one member was away and another member had a conflict on an item.
- 1.3 At the Council meeting of September 20, 2021, the minutes and recommendations of the Audit and Accountability Committee were approved by Council. As a result, an alternate member for the Audit and Accountability Committee should be chosen following the approved Appointment to Committee Policy.

2. Concurrence

Not Applicable.

3. Conclusion

It is respectfully recommended that Committee appoint a member to act as an alternate on the Audit and Accountability Committee.

Staff Contact: Trevor Pinn, Director of Financial Services/Treasurer, 905-623-3379 ext 2602, tpinn@clarington.net

Attachments:

Not Applicable

Interested Parties:

There are no interested parties to be notified of Council's decision.