

Executive Committee Meeting

Date: Monday, January 29, 2018

Time: 6:53 o'clock p.m.

Members Present:

Mayor

Mayor Dilkens

Councillors

Ward 1 - Councillor Francis

Ward 2 - Councillor Elliott

Ward 3 - Councillor Bortolin

Ward 4 - Councillor Holt

Ward 5 - Councillor Sleiman

Ward 6 - Councillor Gignac

Ward 7 - Councillor Kusmierczyk

Ward 8 - Councillor Marra

Ward 9 - Councillor Payne

Ward 10 - Councillor Borrelli

1. CALL TO ORDER

Mayor Dilkens calls the meeting of the Executive Committee of Council to order at 6:53 o'clock p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

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3. ADOPTION OF THE MINUTES

3.1. Minutes of the Executive Committee meeting held October 23, 2017

Moved by: Councillor Sleiman
Seconded by: Councillor Francis

THAT the Minutes of the Executive Committee meeting of Council held October 23, 2017 **BE ADOPTED** as presented.

Carried.

Report Number: SCM 205/2017

4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

5. PRESENTATIONS AND DELEGATIONS

None.

6. BUSINESS ITEMS

5.1. PwC Internal Audit Quarterly Summary Report - October 1 to December 31, 2017

Moved by: Councillor Gignac
Seconded by: Councillor Borrelli

Decision Number: **EC 316**

THAT the **attached** reports provided by PricewaterhouseCoopers LLP (PwC) for the period October 1, 2017 to December 31, 2017 comprised of the following:

- a) Internal Audit Performance Dashboard
- b) Concerned Citizen and Employee Hotline Status
- c) Validation of Management Action Plans
- d) Detailed Windsor Essex Economic Development Corporation Internal Audit Report

BE RECEIVED for information; and further,

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THAT City Council **DIRECT** administration to report on the progress of the implementation of the Management Action Plans and that such reports should coincide with PricewaterhouseCoopers LLP's quarterly updates to Council.
Carried.

Report Number: SCM 22/2018
Clerk's File: SCM 22/2018

5.2. Status Report on Implementation of Audit Recommendations - 2017 Q4 - City Wide

Moved by: Councillor Sleiman
Seconded by: Councillor Borrelli

Decision Number: **EC 317**
THAT City Council **RECEIVE FOR INFORMATION** the Status Report on Implementation of Audit Recommendations as of 2017 Q4 (attached as Appendix A).
Carried.

Report Number: S 6/2018
Clerk's File: AF/11247

5.3. Summary of Hotline Issues Referred to Management by PwC - 2017 Q4 - City Wide

Moved by: Councillor Borrelli
Seconded by: Councillor Sleiman

Decision Number: **EC 318**
THAT City Council **RECEIVE FOR INFORMATION** the Summary of Hotline Issues Referred to Management by PwC from October 1, 2017 – December 31, 2017 (attached as Appendix A).
Carried.

Report Number: S 5/2018
Clerk's File: AF/11247

6.1. Compliance with Applicable Laws & Regulations, 2017 Q4 - City Wide

Moved by: Councillor Gignac
Seconded by: Councillor Sleiman

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Decision Number: **EC 319**

THAT City Council **RECEIVE FOR INFORMATION** the Status Report on Compliance with Applicable Laws and Regulations, 2017 Q4.

Carried.

Report Number: S 7/2018

Clerk's File: AF/11247

6.2. 2017 Enterprise Risk Management Program Update

Moved by: Councillor Sleiman

Seconded by: Councillor Francis

Decision Number: **EC 320**

THAT the report of the Executive Initiatives Coordinator, Office of the CAO, dated October 30, 2017, regarding the 2017 Enterprise Risk Management Program Update, **BE RECEIVED** for information.

Carried.

Report Number: S 202/2017

Clerk's File: APR/10711

6.3. Delegation of Authority Semi-Annual Report for the period July 1, 2017 through December 31, 2017 - City Wide

Moved by: Councillor Sleiman

Seconded by: Councillor Francis

Decision Number: **EC 321**

THAT the Delegation of Authority Semi-Annual Report for the second half of 2017 (July 1, 2017 through December 31, 2017) **BE RECEIVED** for information.

Carried.

Report Number: S 11/2018

Clerk's File: AS/7748

6.4. Update of Various Finance Policies – Citywide

Moved by: Councillor Gignac

Seconded by: Councillor Bortolin

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Decision Number: **EC 322**

THAT City Council **APPROVE** the Lease Financing Policy (City as “Lessee”) attached as Appendix A to this report; and,

THAT City Council **APPROVE** the updated Donation Policy attached as Appendix B; and,

THAT City Council **APPROVE** the updated Corporate Cheque Acceptance Policy attached as Appendix C; and,

THAT City Council **APPROVE** the updated Capital Project – Interim Financing Policy attached as Appendix D; and,

THAT City Council **APPROVE** the updated Corporate Wide Cash Receipt Control Policy attached as Appendix E.

Carried.

Report Number: S 210/2017
Clerk’s File: AE2018

6.5. 2017 External Audit Planning Report

Moved by: Councillor Sleiman

Seconded by: Councillor Francis

Decision Number: **EC 323**

THAT City Council **RECEIVE FOR INFORMATION** the 2017 KPMG Audit Planning Report for the year ending December 31, 2017.

Carried.

Report Number: S 8/2018
Clerk’s File: AF/11247

6.6. Ministry of Municipal Affairs & Housing 2016 Financial Indicator Review

Moved by: Councillor Bortolin

Seconded by: Councillor Gignac

Decision Number: **EC 324**

THAT City Council **RECEIVE** for information the Ministry of Municipal Affairs & Housing 2016 Financial Indicator Review report for the City of Windsor.

Carried.

7. COMMITTEE REPORTS

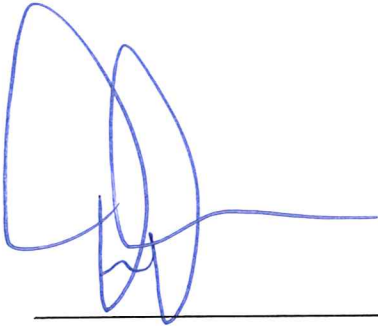
None.

8. ADJOURNMENT

Moved by: Councillor Bortolin
Seconded by: Councillor Gignac

There being no further business, the meeting of the Executive Committee of Council is adjourned at 6:55 o'clock p.m.

Carried.



Mayor



City Clerk