

Minutes of the Finance + Audit Committee Meeting
May 1, 2024 > 12:30 p.m. – 1:30 p.m.
160 Chancellors Way, Guelph ON

Present: Chris White (Chair), Rodrigo Goller, Sandra Starr, Ralph Manktelow and George Bridge.

Regrets: Linda Busuttil

Staff: Dr. Nicola Mercer, Dr. Matthew Tenenbaum, David Kingma, Chris Beveridge, Kyle Wilson, Rita Isley, Brian Herman, Holly Chayko, Heather Young, and Laura Kelly (Recorder)

Guests: Matthew Betik (KPMG)

1. Call to Order

C. White (Chair) called the meeting to order at 12:34 p.m.

2. Disclosure(s) of Pecuniary Interest

There were no declarations of conflicts identified.

3. Approval of Minutes

Finance + Audit Committee Minutes from Meeting of March 6, 2024.

MOTION: “To approve the Finance + Audit Committee Minutes of March 6, 2024 as presented.”

Moved: R. Manktelow

Seconded: R. Goller

CARRIED

4. Presentation

- B. Herman presented on screen the Draft Audited Financial Statements in conjunction with BH.04.MAY0124.R04 – Draft Audited Financial Statements.
- KPMG presented on screen for the Committee and reviewed the Audit Findings Report.

5. Finance + Audit Committee Reports

BH.04.MAY0124.R04 – Draft Audited Financial Statements

D. Kingma introduced B Herman who reviewed Report BH.04.MAY0124.R04 as follows:

- B. Herman, CFO, provided the Committee with a high-level overview of the Draft Audited Financial Statements.

MOTION(1): “That the Finance + Audit Committee makes recommendation to the Board of Health to receive Finance + Audit Committee Report BH.04.MAY0124.R04 – Draft Audited Financial Statements, as presented, for information.”

Moved: G. Bridge
Seconded: R. Goller CARRIED

MOTION(2): “That the Finance + Audit Committee makes recommendation to the Board of Health to approve the Draft Audited Financial Statements, as presented in Appendix 1.”

Moved: R. Manktelow
Seconded: S. Starr CARRIED

BH.04.MAY0124.R05 – Compliance Report: Stewardship of Management Operations

D. Kingma introduced and reviewed Report BH.04.MAY0124.R05 as follows:

- A brief overview of the report was provided.
- The report outlines the Board’s responsibility to meet its fiscal governance requirements.
- WDGPH has resumed its review of all policies, with those affected by inflationary costs of the past few years given priority.
- A list of all Agency Policies and Procedures was attached in Closed Session for Committee review.

MOTION: “That the Finance + Audit Committee makes recommendation to the Board of Health to receive Finance + Audit Committee Report BH.04.MAY0124.R05 – Compliance Report: Stewardship of Management Operations, as presented, for information.”

Moved: R. Goller
Seconded: S. Starr CARRIED

6. Closed Session

MOTION: “To move into Closed Session to approve the Closed Session Finance + Audit Committee Meeting Minutes of March 6, 2024 [personal matters about an identifiable individual, including BOH employees]; and to receive Closed Session Finance + Audit Committee Report BH.04.MAY0124.R06 – 2024 Insurance Renewal: Liability and Cyber [the security of the property of the BOH].”

Moved: S. Starr
Seconded: G. Bridge CARRIED

**Wellington-Dufferin-Guelph Public Health
MINUTES OF THE FINANCE + AUDIT COMMITTEE**

May 1, 2024 > 12:30 p.m. – 1:30 p.m.

160 Chancellors Way, Guelph ON

CLOSED SESSION

Members in attendance were: Chris White (Chair), Ralph Manktelow, George Bridge, and Rodrigo Goller.

Member(s) with regrets were: Linda Busuttill.

Ex-officio member(s) in attendance were: Dr. Mercer, Medical Officer of Health & CEO.

Staff member(s) in attendance were: David Kingma, Dr. Matthew Tenenbaum, Rita Isley, Kyle Wilson, Chris Beveridge, Brian Herman and Laura Kelly (Recording Secretary).

Guest(s) in attendance were: None.

CLOSED SESSION MINUTES TO BE PROVIDED UNDER SEPARATE COVER.

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Motion(s) brought forward from Closed Session:

MOTION: “To approve the Closed Session Finance + Audit Committee Minutes of March 6, 2024 as presented.”

MOTION: “That the Finance + Audit Committee makes recommendation to the Board of Health to approve Finance + Audit Committee Report BH.04.MAY0124.R06 – 2024 Insurance Renewal: Liability and Cyber, as presented, for information.”

MOTION: “To ratify the Closed Session decisions of the May 1, 2024 Finance + Audit Committee Meeting.”

Moved:	S. Starr	
Seconded:	G. Bridge	CARRIED

7. Next Meeting:

➤ **October 2, 2024**

8. Adjournment

The meeting was adjourned at 1:26 p.m.

MOTION: “To adjourn the meeting”.

Moved:	R. Goller	
Seconded:	S. Starr	CARRIED