



**THE CORPORATION OF THE TOWNSHIP OF KING
REPORT TO COMMITTEE OF THE WHOLE**

Monday, April 23, 2018

**Clerks Department
CL-2018-07**

RE: Appointment of Joint Compliance Audit Committee

1. RECOMMENDATIONS

The Clerks Department respectfully submits the following recommendations:

- a) Report Number CL-2018-07 be received as information; and
- b) That the By-law to appoint a Joint Compliance Audit Committee for 2018-2022, be enacted at this evening's meeting of Council.

2. PURPOSE

The purpose of this report is to appoint the 2018-2022 Joint Compliance Audit Committee.

3. BACKGROUND

In 2014, the Township participated in a Joint Compliance Audit Committee in conjunction with the Towns of Whitchurch-Stouffville, Aurora, East Gwillimbury, Georgina and Richmond Hill. Staff recommends continued participation in a Joint Compliance Audit Committee for the 2018 municipal election, of which the interest into jointly appointing has now been expressed by all York Region municipalities.

In anticipation of requirements associated with a Municipal Election, staff commenced coordinated efforts with the York Region municipalities' Clerks to establish and appoint a Joint Compliance Audit Committee. During 2017 and into 2018, both the Regional Municipality of York and the nine lower tier municipalities in York Region agreed to participate in the recruitment process for the Joint Compliance Audit Committee for 2018-2022. This is the first election that the Region must also have a Compliance Audit Committee, due to the election of the Regional Chair.

The application/recruitment process took place over the last several months and has now subsequently closed. Applicants with a background in accounting, auditing or law were encouraged to apply. Each municipality advertised within their local newspapers as well as on their respective websites, as a joint advertising initiative to seek interested applicants. On behalf of all municipalities,

the Town of Richmond Hill also published joint advertisements for recruitment of committee members with the following associations/publications:

- Association of Municipal Clerks and Treasurers of Ontario (“AMCTO”)
- Ontario Reports
- Law Times

Applicants were directed to submit their resume to the Town of Richmond Hill and the deadline for submissions was Friday, February 16th, 2018.

4. **DISCUSSION & ANALYSIS**

4.1 Selection of Preferred Candidates

Following the submission deadline, Clerks from the participating municipalities met to review the resumes. Interviews were carried out through a selection panel with those candidates that the Clerks identified as being of interest.

Upon conclusion of the review and selection panel’s findings through interviews, nine applicants were selected. These individuals possess a blend of backgrounds, specifically within the areas of accounting, finance, legal, mediation, and municipal election administration. In addition, five of the individuals selected have hands-on experience conducting prior compliance audits during 2010-2014 and/or 2014-2018.

The roster of the nine (9) individuals recommended for appointment to the Joint Compliance Audit Committee are as follows:

Terrance James Alderson
Ron Colucci
Jodi Feldman
Robert Freedman
Mark Gannage
Kelly Gravelle
Wm. J. Paul Jones
Reagan Ruslim
Vince Scaramuzza

In accordance with the Compliance Audit Committee Terms of Reference (a copy of the Terms of Reference for the 2018-2022 Joint Compliance Audit Committee is appended to this report, as Appendix 1), appointed individuals are considered part of a “pool”, whereby the Clerk of the respective municipality requiring their services will select at least three (3). Staff has agreed that a roster of nine (9) individuals should satisfy the potential workloads of compliance audits within York Region, if and when necessary. To date, no compliance audit has been required within the Township of King.

5. **INTEGRATED SUSTAINABILITY PLAN LINKAGE:**

The Township of King's Integrated Community Sustainability Plan was formally adopted by Council on April 2nd, 2012. The Plan is an overarching guiding document that is based on common values, priorities and community aspirations with the following vision:

“King Township is an idyllic countryside community of communities, proud of its rural, cultural and agricultural heritage. We are respected for treasuring nature, encouraging a responsible local economy and celebrating our vibrant quality of life.”

This report and its recommendations align with the *ICSP* priority to ensure that the corporation fulfills its commitment to accountability and transparency.

6. **FINANCIAL IMPLICATIONS**

The nine participating municipalities and the Regional Municipality of York will divide the cost of the one-time \$400 retainer fee for the nine members of the Joint Compliance Audit Committee. The coordination of intended future training of the members will also be divided by the participating municipalities, which is anticipated to take place in 2019.

As submission of financial statements for the 2018 Municipal Election is not until varying dates within 2019, any costs for potential compliance audit requests would be included as part of the 2019 budget.

7. **ATTACHMENTS**

Appendix 'A' Terms of Reference for the 2018-2022 Joint Compliance Audit Committee

Prepared by:

Submitted by:

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