Strategic Planning and Budgets
MINUTES
Wednesday, June 7, 2006
1:30 p.m.
Council Chambers
Hamilton City Hall
71 Main Street West, Hamilton

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Present: Mayor L. DiLanni
Councillors B. Bratina, T. Jackson, M. McCarthy
M. Pearson

Absent with Regrets: Councillor A. Samson – City Business

Also Present: G. Peace, City Manager
J. Rinaldo, General Manager, Corporate Services
L.A. Coveyduck, General Manager, Planning and Economic Development
M. Gallagher, Co-ordinator, Clerks

Mayor L. Dilanni called the meeting to order.

THE STRATEGIC PLANNING AND BUDGETS COMMITTEE PRESENTS
REPORT 06-006 AND RESPECTFULLY RECOMMENDS:

1. **Presentation by External Auditors Grant Thornton of the 2005 External Audit Management Letter (Item 7.1)**
(Pearson/McCarthty)
That the Audit Management Letter submitted by External Auditors Grant Thornton, be received. CARRIED.

2. **Update by Joe Rinaldo, General Manager of Finance and Corporate Services respecting Financial Statements (Item 7.2)**
(Pearson/Bratina)
That the update respecting Financial Statements presented by General Manager, Joe Rinaldo, be received. CARRIED.
FOR THE INFORMATION OF COUNCIL:

(a) CHANGES TO THE AGENDA
None

Jackson/Bratina
That the agenda be adopted as presented. CARRIED.

(b) DECLARATIONS OF INTEREST
None

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING

3.1 May 17, 2006
(Jackson/McCarthy)
Minutes of May 17, 2006 were adopted as presented. CARRIED.

(d) PRESENTATIONS

(i) Presentation by External Auditors Grant Thornton of the 2005 External Audit Management Letter (Item 7.1)

Evan McDade and Melanie Dugard presented an overview of the External Audit Management letter.

A review of the Issues, Implications to the corporation and recommendations were reviewed with the Committee.

Highlights included:

Investment Reconciliation
2005 Audit
Audit Committee responsibilities
It Segregation of Duties: Security Responsibilities
IT - Performance of Regular Reviews
IT - Transfer Employee Lists Lack of Information
IT - Sharing of Generic Accounts
IT - Change of Management Process
IT - Password Policies
IT - User System Access Request Process
IT - Change Management Process for Firewall Rules
IT - Policies and Procedures
IT - Disaster Recovery Plan
IT - Source Codes Version Control
(ii) Update by Joe Rinaldo, General Manager of Finance and Corporate Services

Mr. Rinaldo provided an overview of the 2005 Financial Report.

Included in the highlights were the following:
- Municipal Comparison of Current Fund Expenditures
- Hamilton – Comparison 1998 to 2005 (Salaries, Wages and benefits)
- 2006 Tax Supported Expenditures
- 2006 Tax Supported Revenues
- 2006 Municipal Residential Taxes for a Typical Urban Home

There being no further business, the meeting adjourned at 2:30 p.m.

Respectfully submitted,

Mayor L. DiIanni

M. Gallagher
Co-ordinator
June 7, 2006