
MEMORANDUM

AC-C 10-2020

Subject: 2021 Audit Committee Schedule
Date: December 7, 2020
To: Audit Committee
From: Helen Chamberlain, Director, Financial Management and Planning
Frank Marcella, Manager, Internal Audit

The following is a list of proposed dates in 2020 that have been identified to hold meetings of the Audit Committee:

February 8, 2021

May 10, 2021

September 20, 2021

December 6, 2021

Of particular note is the meeting scheduled for May 10 as it will ensure the timely approval of the 2020 Niagara Region consolidated financial statements. The Niagara Region's current audit services agreement term ends with financial reports dated March 31, 2021. Staff plan to undertake an RFP process following the approval of financial statements for the selection of external auditors. It is expected the results of that RFP will be presented at the September Audit Committee meeting. Additional Audit Committee meetings may be called by the Chair as required, and changes to planned agenda items may occur depending on direction from Audit Committee.

A resolution of Committee is required to approve the meeting dates. Suggested wording is as follows:

That the Audit Committee meetings, **BE HELD** on Mondays at 1:00 p.m. on the following dates in 2021:

February 8, May 10, September 20 and December 6.

Respectfully submitted and signed by

Frank Marcella, Manager
Internal Audit

Helen Chamberlain, Director
Financial Management &
Planning