

## **REPORT**

**REPORT TO:** The Chair and Members of Community & Corporate Affairs Committee

**REPORT FROM:** Dana Stanescu, Accounting Supervisor

**DATE:** January 31, 2019

**REPORT NO.:** CORPSERV-2019-0013

**RE:** KPMG 2018 Audit Planning Report

### **RECOMMENDATION:**

THAT Report CORPSERV-2019-0013 dated January 31, 2019 regarding the KPMG 2018 Audit Planning Report be received as information.

### **BACKGROUND:**

The Municipal Act, under Section 296, requires a municipality to appoint an auditor licensed under the Public Accounting Act for a term not to exceed five years. The auditor is responsible for:

1. Annually auditing the accounts and transactions of the municipality and its local boards and expressing an opinion on the financial statements of these bodies based on the audit.
2. Performing duties required by the municipality or local boards.

As appointed auditors for the Town of Halton Hills, KPMG will provide a formal Audit Plan (under separate cover) for the year-ending December 31, 2018.

### **COMMENTS:**

The Audit Plan is an integral part of the year-end audit as it outlines the scope, audit approach, assumptions and overall timing.

The engagement is limited for the year ending December 31, 2018 for the following entities:

1. Town of Halton Hills consolidated financial statements
2. Trust Funds held by the Town of Halton Hills
3. Halton Hills Public Library Board
4. Acton Business Improvement Area
5. Georgetown Central Business Improvement Area
6. Community Support Programs

#### **RELATIONSHIP TO STRATEGIC PLAN:**

This report supports Council's priorities regarding municipal service delivery: "Effective, efficient and economic delivery of the Town's existing services".

#### **FINANCIAL IMPACT:**

The 2018 Audit Fees are covered under the existing operating budget.

#### **CONSULTATION:**

The KPMG Engagement Partner was consulted on the Audit Plan during the interim audit planning meeting in November 2018.

#### **PUBLIC ENGAGEMENT:**

There is no public engagement associated with this report.

#### **SUSTAINABILITY IMPLICATIONS:**

The Sustainability Implications of the recommendations of this report were reviewed against the requirements of the Town's Sustainability Implications Worksheet. The Worksheet is completed for substantial non-administrative reports, major projects, studies, policies and initiatives that are relevant to advancing the Town's economic, cultural, environmental and social wellbeing, and quality of life. Since the report is none of the latter, the Sustainability Implications section is not applicable to this report.

#### **COMMUNICATIONS:**

The local boards and entities will be advised of KPMG's 2018 Audit Plan, as it relates to them.

**CONCLUSION:**

KPMG conducted interim audit work in October 2018 and will be returning to complete the year-end audit from April 23, 2019 to May 04, 2019. The audit reports are expected to be completed and presented to the Audit Committee in June 2019.

Reviewed and Approved by,

A handwritten signature in black ink, appearing to read "M. J. Leighton".

Moya Jane Leighton, Manager of Accounting and Town Treasurer

A handwritten signature in black ink, appearing to read "Jane Diamanti".

Jane Diamanti, Commissioner of Corporate Services

A handwritten signature in black ink, appearing to read "Brent Marshall".

Brent Marshall, CAO