

**ALGOMA PUBLIC HEALTH
BOARD OF HEALTH FINANCE AND AUDIT COMMITTEE
APRIL 11, 2018 @ 4:30 PM
PRINCE MEETING ROOM, 3RD FLOOR
A*G*E*N*D*A**

- 1) Meeting Called to Order Mr. Sergio Saccucci, Chair
- 2) Declaration of Conflict of Interest Mr. Sergio Saccucci, Chair
- 3) Adoption of Agenda Items Mr. Sergio Saccucci, Chair
- RESOLUTION:**
THAT the agenda items for the Finance and Audit Committee meeting dated April 11, 2018 be adopted as circulated.
- 4) Adoption of Minutes Mr. Sergio Saccucci, Chair
- RESOLUTION:**
THAT the minutes for the Finance and Audit Committee meeting dated February 13, 2018 be adopted as circulated.
- 5) In-Committee: Mr. Sergio Saccucci, Chair
- a) Security of the Property of the Municipality or Local Board
- b) Approval of In-Committee Minutes dated February 13, 2018
- 6) Open Meeting: Mr. Sergio Saccucci, Chair
- 7) Financial Statements Mr. Justin Pino, CFO
- a) Draft Financial Statements for the Period ending February 28, 2018
- RESOLUTION:**
THAT the Finance and Audit Committee recommends and put forth to the Board of Health the draft financial statements for the period ending February 28, 2018 for approval.
- 8) Business Arising Mr. Justin Pino, CFO
- a) Building Conditions Assessment for Capital Asset Plan and Reserve Fund Planning.
- RESOLUTION:**
That the Finance & Audit Committee recommends and put forth to the Board of Health for approval the 20 year Capital Reserve Expenditure schedule noted in the Building Conditions Assessment to be:
- 1. adopted as a part of APH's Capital Asset Plan related to the 294 Willow Avenue Facility located in Sault Ste. Marie; and*
 - 2. used as a tool to assist the Board of Health with Contributions decisions related to the Reserve Fund and that By-Law 15-01 - To Provide the Management of Property of the Board of Health be amended accordingly to reflect this.*

- b) Follow up items:
 - i. 2017 Summary of Board of Health Expenses
 - ii. Listing of Maintenance Contracts
 - iii. Bank Covenants associated with Facility Loans

9) New Business/General Business:

Mr. Sergio Saccucci, Chair

- a) Meeting dates for Committees
- b) Updates to Payroll software

RESOLUTION:

THAT the Finance and Audit Committee recommends and put forth to the Board of Health the sole source procurement of Sage People HRMS upgrade for approval

10) Addendum

Mr. Sergio Saccucci, Chair

11) Items Identified to be brought forth to the Board

Mr. Sergio Saccucci, Chair

12) Next Meeting:

Mr. Sergio Saccucci, Chair

13) That The Meeting Adjourn

Mr. Sergio Saccucci, Chair

RESOLUTION:

THAT the meeting of the Finance and Audit Committee adjourns.