



ISC: UNRESTRICTED  
AC2019-0290  
ATTACHMENT 2  
REVISED

## **AUDIT COMMITTEE AUDIT COMMITTEE BYLAW REVIEW WORKING GROUP**

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### **TERMS OF REFERENCE**

Authority	Upon approval by Audit Committee, Report AC2019-0290 will establish the Audit Committee Bylaw Review Working Group and appoint members.  Section 1(m) of Schedule "A" to Bylaw 48M2012 provides that the Audit Committee "must review its terms of reference and mandate as set out in this Bylaw at least every three years and recommend any changes to Council".
Mandate	The mandate of the Audit Committee Bylaw Review Working Group is to oversee the process of reviewing and making recommendations to the Audit Committee on proposed amendments to Bylaw 48M2012.
Composition	The Audit Committee Bylaw Review Working Group is composed of up to five Members of the Audit Committee.
Term	Members of the Audit Committee Bylaw Review Working Group are appointed for a term to expire once Council have adopted amendments to Bylaw 48M2012 and given three readings to an amending Bylaw.
Quorum	Two Members
Chair	A Chair and Vice-Chair of the Audit Committee Bylaw Review Working Group must be elected by membership at their first meeting.
Meetings	Meetings of the Audit Committee Bylaw Review Working Group will be at the call of the Chair. Closed Meetings, pursuant to the <i>Freedom of Information and Protection of Privacy Act</i> , may be held as required.
Committee Resource	Executive Assistant to the Audit Committee
Reports to	Audit Committee