



**MINUTES
AUDIT COMMITTEE**

**September 17, 2020, 9:30 AM
IN THE COUNCIL CHAMBER**

PRESENT: Councillor E. Woolley, Chair
Councillor J. Farkas, Vice-Chair
Councillor D. Colley-Urquhart (Remote Participation)
Councillor J. Gondek (Remote Participation)
Citizen Representative L. Caltagirone (Remote Participation)
Citizen Representative M. Dalton
Citizen Representative M. Lambert (Remote Participation)

ALSO PRESENT: City Manager D. Duckworth
Chief Financial Officer C. Male
City Auditor K. Palmer (Remote Participation)
Deputy City Auditor L. Ormsby
External Auditor H. Gill (Remote Participation)
Executive Assistant C. Smillie
Deputy City Clerk K. Martin
Legislative Advisor L. Gibb

1. CALL TO ORDER

Councillor Woolley called the Meeting to order at 9:34 a.m.

ROLL CALL

Councillor Woolley, Councillor Colley-Urquhart, Councillor Farkas, Citizen Representative L. Caltagirone, Citizen Representative M. Dalton, Citizen Representative M. Lambert.

Absent at ROLL CALL: Councillor Gondek (joined at 9:57 a.m.)

2. OPENING REMARKS

Councillor Woolley announced that Citizen Representative M. Dalton will not continue another term with the Audit Committee and on behalf of the Audit Committee, thanked him for his valuable contribution.

3. CONFIRMATION OF AGENDA

Moved by Citizen Representative Dalton

That the Agenda for the 2020 September 17 Regular Meeting of the Audit Committee be confirmed.

MOTION CARRIED

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Regular Meeting of the Audit Committee, 2020 July 23

Moved by Citizen Representative Dalton

That the Minutes of the 2020 July 23 Regular Meeting of the Audit Committee be confirmed.

MOTION CARRIED

5. CONSENT AGENDA

5.1 DEFERRALS AND PROCEDURAL REQUESTS

None

5.2 BRIEFINGS

None

6. POSTPONED REPORTS

None

7. ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES

7.1 Strategic Update for Finance - Budgeting and Risk (Verbal Presentation), AC2020-1022

A presentation entitled "Strategic Outlook for Finance – Budgeting and Risk AC2020-1022," dated 2020 September 17, was electronically distributed with respect to Verbal Report AC2020-1022.

City Manager D. Duckworth joined the meeting in person at 10:10 a.m.

Moved by Citizen Representative Dalton

That with respect to Verbal Report AC2020-1022, the following be approved:

That the Audit Committee receive the presentation for the Corporate Record.

MOTION CARRIED

7.2 SAVE Program Preliminary Results and Actions (Verbal Presentation), AC2020-1048

A presentation entitled "AC2020-1048: Solutions for Achieving Value and Excellence (SAVE) Program Preliminary Results and Actions," dated 2020 September 17 was electronically distributed with respect to Verbal Report AC2020-1048.

Moved by Councillor Colley-Urquhart

That with respect to Verbal Report AC2020-1048, the following be approved:

That the Audit Committee receive the presentation for the Corporate Record.

MOTION CARRIED

8. ITEMS DIRECTLY TO COMMITTEE

8.1 REFERRED REPORTS

None

8.2 NOTICE(S) OF MOTION

None

9. URGENT BUSINESS

None

10. CONFIDENTIAL ITEMS

Pursuant to Section 6(1) of the Procedure Bylaw 35M2017, Section 78.2(a) be suspended, by General Consent, to allow Committee to complete the remainder of today's Agenda prior to the scheduled lunch recess.

Moved by Councillor Farkas

That pursuant to Section 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*, Committee move into Closed Meeting, at 12:06 p.m. in the Council Boardroom, to consider confidential matters with respect to the following items:

- 10.1.1 Audit Forum (Verbal), AC2020-0916;
- 10.1.2 External Auditor (Verbal), AC2020-0917; and
- 10.1.3 City Auditor (Verbal), AC2020-0919.

And further, that Harman Gill, Erica Vervoort, and Ivana Cvitanusic, External Auditors (Deloitte LLP), be invited to attend the Closed Meeting.

MOTION CARRIED

Committee reconvened in public meeting at 12:32 p.m. with Councillor Woolley in the Chair.

ROLL CALL

Councillor Woolley, Councillor Farkas, Councillor Gondek, Citizen Representative L. Caltagirone, and Citizen Representative M. Lambert.

Moved by Councillor Gondek

That Committee rise and report.

MOTION CARRIED

10.1 ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES

10.1.1 Audit Forum (Verbal), AC2020-0916

People in attendance during the Closed Meeting discussions with respect to Report AC2020-0916:

Clerks: K. Martin and D. Williams. Advice: L. Ormsby, C. Male, L. Tocher, and T. Rathie. Law: None. Observers: C. Smillie.

External Advice: Erica Vervoort, Ivana Cvitanusic and Harman Gill, External Auditor (Deloitte)

Moved by Councillor Farkas

That with respect to Report AC2020-0916, the following be approved:

That the Audit Committee direct the Closed Meeting discussions remain confidential pursuant to Section 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*.

MOTION CARRIED

10.1.2 External Auditor (Verbal), AC2020-0917

No report was given.

10.1.3 City Auditor (Verbal), AC2020-0919

No report was given.

10.2 URGENT BUSINESS

None

11. ADJOURNMENT

Moved by Councillor Farkas

That this meeting adjourn at 12:34 p.m.

ROLL CALL

Councillor Woolley, Councillor Farkas, Citizen Representative L. Caltagirone, and Citizen Representative M. Lambert.

MOTION CARRIED

The next Regular Meeting of the Audit Committee is scheduled to be held on 2020 October 22 at 9:30 a.m.

CONFIRMED BY COMMITTEE ON

CHAIR

ACTING CITY CLERK