



**MINUTES
AUDIT COMMITTEE**

**May 23, 2024, 9:30 AM
ENGINEERING TRADITIONS COMMITTEE ROOM**

PRESENT: Councillor E. Spencer, Chair
Councillor R. Pootmans, Vice-Chair
Councillor C. Walcott
Public Member K. Kim
Public Member C. McGillivray
Public Member J. Naicker (Remote Participation)

ABSENT: Councillor J. Wyness (Council Business)

ALSO PRESENT: Chief Financial Officer C. Male
City Auditor L. Ormsby
A/External Auditor N. Torgrimson
Executive Advisor C. Smillie
A/City Clerk S. Lancashire
Legislative Advisor J. Booth

1. CALL TO ORDER

Councillor Spencer called the meeting to order at 9:30 a.m.

ROLL CALL

Councillor Pootmans, Councillor Walcott, Public Member Kim, Public Member McGillivray, Public Member Naicker, and Councillor Spencer

Absent from Roll Call: Councillor Wyness

2. OPENING REMARKS

Councillor Spencer provided opening remarks.

Public Member Naicker provided a traditional land acknowledgement.

City Auditor Ormsby recognized the month of May as Internal Audit Awareness Month.

3. CONFIRMATION OF AGENDA

Moved by Councillor Pootmans

That the Agenda for the 2024 May 23 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, 2024 April 18

Moved by Councillor Walcott

That the Minutes of the 2024 April 18 Regular Meeting of the Audit Committee be confirmed.

MOTION CARRIED

5. CONSENT AGENDA

5.1 DEFERRALS AND PROCEDURAL REQUESTS

None

6. POSTPONED REPORTS

None

7. ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES

7.1 Financial Reserves Audit, AC2024-0569

Moved by Public Member McGillivray

That with respect to Report AC2024-0569, the following be approved:

That the Audit Committee:

1. Receive this report for the Corporate Record; and
2. Recommend that Council receive this report for the Corporate Record.

For: (6): Councillor Spencer, Councillor Pootmans, Councillor Walcott, Public Member Kim, Public Member McGillivray, and Public Member Naicker

MOTION CARRIED

7.2 Streetlights Maintenance and Repair Operations Audit, AC2024-0622

A presentation entitled "Street Lighting Maintenance & Repair Operations Audit" was distributed with respect to Report AC2024-0622.

Moved by Councillor Walcott

That with respect to Report AC2024-0622, the following be approved:

That the Audit Committee:

1. Receive this report for the Corporate Record; and
2. Recommend that Council receive this report for the Corporate Record.

For: (6): Councillor Spencer, Councillor Pootmans, Councillor Walcott, Public Member Kim, Public Member McGillivray, and Public Member Naicker

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

Moved by Public Member Kim

That pursuant to Sections 17 (Disclosure harmful to personal privacy), 20 (Disclosure harmful to law enforcement), and 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*, Committee now move into Closed Meeting, at 10:40 a.m. in the Engineering Traditions Committee Room, to discuss confidential matters with respect to the following Items:

- 10.1.1 Endpoint Management Continuous Auditing Project, AC2024-0630
- 10.1.2 Audit Forum (Verbal), AC2024-0636
- 10.1.3 External Auditor (Verbal), AC2024-0637
- 10.1.4 City Auditor (Verbal), AC2024-0638

And further, that the following be authorized to attend the Closed Meeting with respect to Items 10.1.1 and 10.1.3: Nicole Torgrimson and Simona Milojevik, External Auditors (Deloitte LLP).

And further, that pursuant to Section 6(1) of Procedure Bylaw 35M2017, Audit Committee suspend Section 78(2)(a) to forego the lunch recess to complete the Agenda.

For: (6): Councillor Spencer, Councillor Pootmans, Councillor Walcott, Public Member Kim, Public Member McGillivray, and Public Member Naicker

MOTION CARRIED

Committee reconvened in public meeting at 11:20 a.m. with Councillor Spencer in the Chair.

ROLL CALL

Councillor Pootmans, Councillor Walcott, Public Member Kim, Public Member McGillivray, Public Member Naicker, and Councillor Spencer

Absent from Roll Call: Councillor Wyness

Moved by Councillor Pootmans

That Committee rise and report.

MOTION CARRIED

10.1 ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES

10.1.1 Endpoint Management Continuous Auditing Project, AC2024-0630

People in attendance during the Closed Meeting discussions with respect to Confidential Report AC2024-0630:

Clerks: S. Lancashire, J. Booth, and J. Phillips. Advice: C. Male, J. Bradley, L. Ormsby, R. Visscher, E. Guo, C. Smillie, and T. Andruschak. External: N. Torgrimson and S. Milojević.

Moved by Public Member Naicker

That with respect to Confidential Report AC2024-0630, the following be approved:

That the Audit Committee:

1. Receive this report for the Corporate Record;
2. Recommend that Council receive this report for the Corporate Record; and
3. Direct that the Closed Meeting discussions, Confidential Report, and Confidential Attachment be held confidential pursuant to Section 20 (Disclosure harmful to law enforcement) of the *Freedom of Information and Protection of Privacy Act*, to be reviewed no later than 2039 May 23.

For: (6): Councillor Spencer, Councillor Pootmans, Councillor Walcott, Public Member Kim, Public Member McGillivray, and Public Member Naicker

MOTION CARRIED

10.1.2 Audit Forum (Verbal), AC2024-0636

No report given.

10.1.3 External Auditor (Verbal), AC2024-0637

No report given.

10.1.4 City Auditor (Verbal), AC2024-0638

Administration in attendance during the Closed Meeting discussions with respect to Confidential Verbal Report AC2024-0638:

Clerks: S. Lancashire, J. Booth, and J. Phillips. Advice: L. Ormsby and C. Smillie.

Moved by Public Member Kim

That with respect to Confidential Verbal Report AC2024-0638, the following be approved:

That the Audit Committee direct that the Closed Meeting discussions be held confidential pursuant to Sections 17 (Disclosure harmful to personal privacy) and 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*.

For: (6): Councillor Spencer, Councillor Pootmans, Councillor Walcott, Public Member Kim, Public Member McGillivray, and Public Member Naicker

MOTION CARRIED

10.2 URGENT BUSINESS

None

11. BRIEFINGS

None

12. ADJOURNMENT

Moved by Councillor Walcott

That this meeting adjourn at 11:22 a.m.

MOTION CARRIED

The following Items have been forwarded to the 2024 June 18 Regular Meeting of Council:

CONSENT AGENDA

- Financial Reserves Audit, AC2024-0569
- Streetlights Maintenance and Repair Operations Audit, AC2024-0622
- Endpoint Management Continuous Auditing Project, AC2024-0630

The next Regular Meeting of the Audit Committee is scheduled to be held on 2024 June 13 at 9:30 a.m.

CONFIRMED BY COMMITTEE ON

CHAIR

CITY CLERK