



Audit Committee Minutes

March 18, 2022

9:30 a.m.

Council Chamber, 2nd floor, City Hall

Present: A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, O. Edmondson

1. Call to Order and Related Business

1.1 Call to Order and Land Acknowledgement

Mayor A. Sohi called the meeting to order at 9:38 a.m., Friday, March 18, 2022, and acknowledged that Audit Committee meets on the traditional land of Treaty 6 Territory. The Chair also acknowledged the diverse Indigenous peoples whose ancestors' footsteps have marked this territory for centuries such as: Cree, Dene, Saulteaux, Blackfoot, Nakota Sioux, as well as Metis and Inuit, and now settlers from around the world.

1.2 Roll Call

Mayor A. Sohi conducted roll call and confirmed the attendance of Members of Audit Committee.

Councillors T. Cartmell, M. Janz, A. Paquette, J. Rice and A. Salvador; A. Corbould, City Manager; and E. Norton, T. Orbell and R. Zheng, Office of the City Clerk, were also in attendance.

1.3 Adoption of Agenda

Moved by: E. Rutherford

That the March 18, 2022, Audit Committee meeting agenda be adopted with the following change:

Replacement attachment:

- 6.3 Use of IT Contracted Resources Audit - Attachment 1

In Favour (7): A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, and O. Edmondson

Carried (7 to 0)

1.4 Approval of Minutes

Moved by: A. Knack

That the December 3, 2021, Audit Committee meeting minutes be approved.

In Favour (7): A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, and O. Edmondson

Carried (7 to 0)

1.5 Protocol Items

There were no Protocol Items.

2. Items for Discussion and Related Business

2.1 Select Items for Debate

The following items were selected for debate: 6.1, 6.2, 6.3, 6.4, 6.7, 6.8, 6.9 and 6.10.

2.2 Vote on Reports not Selected for Debate

Moved by: E. Rutherford

That the recommendations in the following reports be approved:

- 6.5 IT Process Ownership Audit
- 6.6 Administration Response to IT General Controls - Process Ownership Audit

In Favour (7): A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, and O. Edmondson

Carried (7 to 0)

2.3 Requests to Speak

There were no Requests to Speak.

2.4 Requests for Specific Time on Agenda

There were no requests for items to be dealt with at a specific time on the agenda.

3. Councillor Inquiries

There were no Councillor Inquiries.

4. Reports to be Dealt with at a Different Meeting

There were no Reports to be Dealt with at a Different Meeting.

5. Requests to Reschedule Reports

There were no Requests to Reschedule Reports.

6. Public Reports

6.1 Project Management of Transportation Infrastructure Audit

Items 6.1 and 6.2 were dealt with together.

The following members of Administration's delegation answered questions:

- J. Meliefste, Acting Deputy City Manager, Integrated Infrastructure Services
- P. Ladouceur, Integrated Infrastructure Services
- H. Quach, City Auditor

Items 6.1 and 6.2 were voted on together.

Moved by: A. Knack

That the March 18, 2022, Office of the City Auditor report OCA01117, be received for information.

In Favour (7): A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, and O. Edmondson

Carried (7 to 0)

6.2 Administration Response - Project Management of Transportation Infrastructure Audit

Items 6.1 and 6.2 were dealt with together.

Items 6.1 and 6.2 were voted on together.

Moved by: A. Knack

That the March 18, 2022, Integrated Infrastructure Services report IIS01105, be received for information.

In Favour (7): A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, and O. Edmondson

Carried (7 to 0)

6.3 Use of IT Contracted Resources Audit

Items 6.3 and 6.4 were dealt with together.

The following member of Administration's delegation made a presentation and answered questions:

- H. Quach, City Auditor

The following members of Administration's delegation answered questions:

- A. Corbould, City Manager
- D. Croft, Acting Deputy City Manager, Financial and Corporate Services
- T. Braga, Financial and Corporate Services

Items 6.3 and 6.4 were voted on together.

Moved by: A. Knack

That the March 18, 2022, Office of the City Auditor report OCA01118, be received for information.

In Favour (7): A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, and O. Edmondson

Carried (7 to 0)

6.4 Administration Response to IT Contracted Resources Audit

Items 6.3 and 6.4 were dealt with together.

Items 6.3 and 6.4 were voted on together.

Moved by: A. Knack

That the March 18, 2022, Financial and Corporate Services report FCS00838, be received for information.

In Favour (7): A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, and O. Edmondson

Carried (7 to 0)

6.5 IT Process Ownership Audit

This item was not selected for debate and was dealt with as part of item 2.2. The following motion carried:

That the March 18, 2022, Office of the City Auditor report OCA01119, be received for information.

6.6 Administration Response to IT General Controls - Process Ownership Audit

This item was not selected for debate and was dealt with as part of item 2.2. The following motion carried:

That the March 18, 2022, Financial and Corporate Services report FCS00406, be received for information.

6.7 2021 Municipal Election

The following member of Administration's delegation made a presentation and answered questions:

- H. Quach, City Auditor

The following members of Administration's delegation answered questions:

- J. Solowan, Office of the City Auditor
- A. Giesbrecht, City Clerk

Moved by: E. Rutherford

That the March 18, 2022, Office of the City Auditor report OCA01120, be received for information.

In Favour (7): A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, and O. Edmondson

Carried (7 to 0)

6.8 Office of the City Auditor 2021 Annual Report

The following member of Administration's delegation made a presentation and answered questions:

- H. Quach, City Auditor

The following members of Administration's delegation answered questions:

- A. Corbould, City Manager
- T. Braga, Financial and Corporate Services
- N. Jacobsen, Office of the City Manager (Legal Services)

Moved by: E. Rutherford

That Audit Committee meet in private pursuant to sections 17 (disclosure harmful to personal privacy), 24 (advice from officials) and 27 (privileged information) of the *Freedom of Information and Protection of Privacy Act*.

In Favour (7): A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, and O. Edmondson

Carried (7 to 0)

Audit Committee met in private at 11:01 a.m., Friday, March 18, 2022.

The following members of Administration's delegation answered questions:

- H. Quach, City Auditor
- A. Corbould, City Manager
- T. Braga, Financial and Corporate Services
- R. Lockwood, Financial and Corporate Services
- G. Cebryk, Deputy City Manager, City Operations
- C. Owen, Deputy City Manager, Communications and Engagement

- N. Jacobsen, Office of the City Manager (Legal Services)

Moved by: E. Rutherford

That Audit Committee meet in public.

In Favour (7): A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, and O. Edmondson

Carried (7 to 0)

Audit Committee met in public at 11:24 a.m., Friday, March 18, 2022.

The following members of Administration's delegation answered questions:

- A. Corbould, City Manager
- N. Jacobsen, Office of the City Manager (Legal Services)

Moved by: A. Knack

That the March 18, 2022, Office of the City Auditor report OCA01121, be received for information.

In Favour (7): A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, and O. Edmondson

Carried (7 to 0)

6.9 Office of the City Auditor Recommendation Follow-up Dashboard Report - As at February 22, 2022

Items 6.9 and 6.10 were dealt with together.

The following member of Administration's delegation made a presentation and answered questions:

- H. Quach, City Auditor

The following members of Administration's delegation answered questions:

- J. Mrygold, Office of the City Auditor
- A. Corbould, City Manager
- D. Croft, Acting Deputy City Manager, Financial and Corporate Services

Items 6.9 and 6.10 were voted on together.

Moved by: C. Burrows

That the March 18, 2022, Office of the City Auditor report OCA01123, be received for information.

In Favour (7): A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, and O. Edmondson

Carried (7 to 0)

6.10 Administrative Update on the Auditor's Dashboard

Items 6.9 and 6.10 were dealt with together.

Items 6.9 and 6.10 were voted on together.

Moved by: C. Burrows

That the March 18, 2022, Office of the City Manager report OCM00957, be received for information.

In Favour (7): A. Sohi, A. Knack, K. Principe, E. Rutherford, J. Wright, C. Burrows, and O. Edmondson

Carried (7 to 0)

7. Responses to Councillor Inquiries

There were no Responses to Councillor Inquiries on the agenda.

8. Motions Pending

There were no Motions Pending on the agenda.

9. Private Reports

There were no Private Reports on the agenda.

10. Notices of Motion and Motions without Customary Notice

Mayor A. Sohi asked whether there were any Notices of Motion. There were none.

11. Adjournment

The meeting adjourned at 11:31 a.m., Friday, March 18, 2022.

Chair

City Clerk