



## **Audit Committee Minutes**

November 17, 2020

9:30 a.m.

Council Chamber, 2nd floor, City Hall

Present: D. Iveson, A. Knack, T. Cartmell, B. Esslinger, M. Nickel, C. Burrows, O. Edmondson

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### **1. Call to Order and Related Business**

#### **1.1 Call to Order**

Mayor D. Iveson called the meeting to order at 9:34 a.m.

#### **1.2 Roll Call**

Mayor D. Iveson confirmed the attendance of the following Committee Members: Councillors T. Cartmell, B. Esslinger, A. Knack and M. Nickel and Public Members C. Burrows and O. Edmondson.

Councillors T. Cartmell, B. Esslinger and A. Knack and Public Members C. Burrows and O. Edmondson participated electronically.

Councillor J. Dziadyk was also in attendance and participated electronically.

A. Laughlin, Interim City Manager; D. Beaudry, Deputy City Clerk; and S. McKerry and T. Orbell, Office of the City Clerk, were also in attendance.

#### **1.3 Adoption of Agenda**

**Moved by:** M. Nickel

That the November 17, 2020, Audit Committee meeting agenda be adopted.

In Favour (7): D. Iveson, D. Iveson, D. Iveson, A. Knack, A. Knack, A. Knack, T. Cartmell, T. Cartmell, T. Cartmell, B. Esslinger, B. Esslinger, B. Esslinger, M. Nickel, M. Nickel, M. Nickel, C. Burrows, C. Burrows, C. Burrows, O. Edmondson, O. Edmondson, and O. Edmondson

**Carried (7 to 0)**

#### **1.4 Adoption of Minutes**

**Moved by:** A. Knack

That the September 18/25, 2020, Audit Committee meeting minutes be adopted.

In Favour (7): D. Iveson, D. Iveson, D. Iveson, A. Knack, A. Knack, A. Knack, T. Cartmell, T. Cartmell, T. Cartmell, B. Esslinger, B. Esslinger, B. Esslinger, M. Nickel, M. Nickel, M. Nickel, C. Burrows, C. Burrows, C. Burrows, O. Edmondson, O. Edmondson, 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: 6.5, 6.6, 6.7, 6.8, 6.9 and 6.10.

#### **2.2 Vote on Reports not Selected for Debate**

**Moved by:** M. Nickel

The recommendations in the following reports were passed without debate:

- 6.1 KPMG 2020 Audit Planning Report
- 6.2 2021 Annual Work Plan and Long Term Audit Plan
- 6.3 Office of the City Auditor Recommendation Follow-up Dashboard Report - As at November 2, 2020
- 6.4 Administrative Update on the Auditor's Dashboard

In Favour (7): D. Iveson, D. Iveson, D. Iveson, A. Knack, A. Knack, A. Knack, T. Cartmell, T. Cartmell, T. Cartmell, B. Esslinger, B. Esslinger, B. Esslinger, M. Nickel, M. Nickel, M. Nickel, C. Burrows, C. Burrows, C. Burrows, O. Edmondson, O. Edmondson, 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 any items to be dealt with at a specific time.

## **3. Councillor Inquiries**

There were no Councillor Inquiries.

## **4. Reports to be Dealt with at a Different Meeting**

None

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

## **5. Requests to Reschedule Reports**

None

There were no Requests to Reschedule Reports.

## **6. Reports**

**Moved by:** M. Nickel

That the recommendations in the following reports be passed without debate:

- **6.1 KPMG 2020 Audit Planning Report**

That the KPMG Audit Planning Report for the year ending December 31, 2020, as set out in Attachment 1 of the November 17, 2020, Financial and Corporate Services report FCS00165, be approved.

- **6.2 2021 Annual Work Plan and Long Term Audit Plan**

That the Office of the City Auditor 2021 Annual Work Plan and Long Term Audit Plan, as set out in Attachment 1 of the November 17, 2020, Office of the City Auditor report OCA00143, be approved.

- **6.3 Office of the City Auditor Recommendation Follow-up Dashboard Report - As at November 2, 2020**

That the November 17, 2020, Office of the City Auditor report OCA00147, be received for information.

- **6.4 Administrative Update on the Auditor's Dashboard**

That the November 17, 2020, Office of the City Manager report OCM00017, be received for information.

In Favour (7): D. Iveson, D. Iveson, D. Iveson, A. Knack, A. Knack, A. Knack, T. Cartmell, T. Cartmell, T. Cartmell, B. Esslinger, B. Esslinger, B. Esslinger, M. Nickel, M. Nickel, M. Nickel, C. Burrows, C. Burrows, C. Burrows, O. Edmondson, O. Edmondson, and O. Edmondson

**Carried (7 to 0)**

**6.1 KPMG 2020 Audit Planning Report**

Time specific: First item of business

Dealt with as part of item 6.

**6.2 2021 Annual Work Plan and Long Term Audit Plan**

Dealt with as part of item 6.

**6.3 Office of the City Auditor Recommendation Follow-Up Dashboard Report - As at November 2, 2020**

Dealt with as part of item 6.

**6.4 Administrative Update on the Auditor's Dashboard**

Dealt with as part of item 6.

**6.5 City Financial Condition Review**

Items 6.5 and 6.6 were dealt with together.

D. Wiun, City Auditor; and M. Persson, Chief Financial Officer and Deputy City Manager, and S. Padbury, Financial and Corporate Services, made presentations and answered questions. A. Laughlin, Interim City Manager; and S. McCabe, Deputy City Manager, Urban Form and Corporate Strategic Development, answered questions.

**Moved by:** M. Nickel

That the November 17, 2020, Office of the City Auditor report OCA00145, be received for information.

In Favour (7): D. Iveson, D. Iveson, D. Iveson, A. Knack, A. Knack, A. Knack, T. Cartmell, T. Cartmell, T. Cartmell, B. Esslinger, B. Esslinger, B. Esslinger, M. Nickel, M. Nickel, M. Nickel, C. Burrows, C. Burrows, C. Burrows, O. Edmondson, O. Edmondson, and O. Edmondson

**Carried (7 to 0)**

## **6.6 Administrative Response to Office of the City Auditor - City Financial Condition Review**

**Moved by:** M. Nickel

That the November 17, 2020, Financial and Corporate Services report FCS00164, be received for information.

In Favour (7): D. Iveson, D. Iveson, D. Iveson, A. Knack, A. Knack, A. Knack, T. Cartmell, T. Cartmell, T. Cartmell, B. Esslinger, B. Esslinger, B. Esslinger, M. Nickel, M. Nickel, M. Nickel, C. Burrows, C. Burrows, C. Burrows, O. Edmondson, O. Edmondson, and O. Edmondson

**Carried (7 to 0)**

## **6.7 Social Development Branch Audit**

D. Wiun, City Auditor; and J. Foord, Citizen Services, made presentations and answered questions. R. Smyth, Deputy City Manager, Citizen Services; A. Laughlin, Interim City Manager; and M. Persson, Chief Financial Officer and Deputy City Manager, Financial and Corporate Services, answered questions.

**Moved by:** B. Esslinger

That the November 17, 2020, Office of the City Auditor report OCA00144, be received for information.

In Favour (7): D. Iveson, D. Iveson, D. Iveson, A. Knack, A. Knack, A. Knack, T. Cartmell, T. Cartmell, T. Cartmell, B. Esslinger, B. Esslinger, B. Esslinger, M. Nickel, M. Nickel, M. Nickel, C. Burrows, C. Burrows, C. Burrows, O. Edmondson, O. Edmondson, and O. Edmondson

**Carried (7 to 0)**

**6.8 Administration Response - Social Development Branch Audit**

**Moved by:** B. Esslinger

That the November 17, 2020, Citizen Services report CS00002, be received for information.

In Favour (7): D. Iveson, D. Iveson, D. Iveson, A. Knack, A. Knack, A. Knack, T. Cartmell, T. Cartmell, T. Cartmell, B. Esslinger, B. Esslinger, B. Esslinger, M. Nickel, M. Nickel, M. Nickel, C. Burrows, C. Burrows, C. Burrows, O. Edmondson, O. Edmondson, and O. Edmondson

**Carried (7 to 0)**

**6.9 Part 2 City Productivity and Performance Audit: Productivity and Performance Measure Analysis**

Items 6.9 and 6.10 were dealt with together.

**6.10 Administrative Response to Office of the City Auditor City Productivity and Performance Audit - Productivity and Performance Measure Analysis**

Items 6.9 and 6.10 were dealt with together.

**Moved by:** M. Nickel

That the November 17, 2020, Office of the City Auditor report OCA00146 and the November 17, 2020, Urban Form and Corporate Strategic Development report UFCSD00119, be postponed to the February 12, 2021, Audit Committee meeting.

**Due date: February 12, 2021, Audit Committee**

**With the unanimous consent of Committee, the motion carried.**

**7. Motions Pending**

There were no Motions Pending.

**8. Private Reports**

None

There were no Private Reports.

**9. Notices of Motion and Motions without Customary Notice**

Mayor D. Iveson asked whether there were any Notices of Motion. There were none.

**10. Adjournment**

The meeting adjourned at 11:59 a.m.

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Chair

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City Clerk