

Minutes of a Meeting of the Internal Audit Steering Committee held in the Council Chambers Lounge, St. Albert Place, 2nd floor, on the above date at 9:30 a.m.

Present:

Councillor Brodhead
Councillor Hughes - Chair
Councillor MacKay – Vice Chair
M. Phillips
B. Donahue

Staff:

B. Fletcher, Chief Administrative Officer
D. Slokar, Manager, Strategic Services
A. Victoor, Director, Financial & Strategic Services
N. Duley, Strategic Business Advisor, Strategic Services
C. Campbell, Manager, Purchasing Services
A. Ushko, Acting Manager, Purchasing Services
R. McDonald, Legislative Officer

Welcome and Call to Order

The Chair called the meeting to order at 9:33 a.m. and welcomed the Committee members and staff in attendance.

Adoption of Agenda

The Chair declared the April 29, 2024 agenda adopted as presented.

Adoption of Minutes

Moved by Councillor Brodhead
That the minutes of March 8, 2024 be adopted as presented.
CARRIED UNANIMOUSLY

Procurement Audit Update

N. Duley provided an update and summary to the committee in regard to the Procurement Audit Progress Report - 2023.

N. Duley, C. Campbell and A. Ushko addressed questions of the Committee.

Moved by B. Donahue

That the Internal Audit Steering Committee receive the Procurement Audit Progress Update Report – 2023, as information.
CARRIED UNANIMOUSLY

Corporate Risk Register

Moved by Councillor MacKay

That the Internal Audit Steering Committee move in camera to discuss a matter pursuant to Section 24(1)(a) (Advice, proposals, recommendations, analyses, or policy options developed by or for a public body) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

The Committee went in camera at 10:02 a.m.

Moved by M. Phillips

That the Committee reconvene in Public.

CARRIED UNANIMOUSLY

The Committee reconvened in public at 10:31 a.m.

Moved by B. Donahue

That the details of the in camera discussion remain confidential.

CARRIED UNANIMOUSLY

Moved by M. Phillips

That the Internal Audit Steering Committee receives the Corporate Risk Register, used to inform the IASC Workplan, for information and input.

CARRIED UNANIMOUSLY

Internal Audit Steering Committee 2024 – 2027 Workplan

D. Slokar led a discussion with the Committee in regard to finalizing the IASC 2024 – 2027 Workplan.

Moved by Councillor Brodhead

That the Internal Audit Steering Committee recommend to Council, approval of the Internal Audit Steering Committee 2024 – 2027 Audit Workplan.

CARRIED UNANIMOUSLY

Next Meeting Date

September – to be confirmed

Adjournment

The Chair declared the meeting adjourned at 11:05 a.m.

Sheena Hughes
Sheena Hughes (Sep 12, 2024 17:43 MDT)

CHAIR

Renee McDonald
Renee McDonald (Sep 16, 2024 08:17 MDT)

DESIGNATED OFFICER

