

Minutes of a Meeting of the Internal Audit Steering Committee held in the Douglas Cardinal Boardroom, St. Albert Place, 3rd floor, on the above date at 3:00 p.m.

Present:

Mayor Olivieri
Councillor Hughes - Chair
Councillor MacKay – Vice Chair
S. Cribb
S. Mikus

Other Council Members in Attendance:

Councillor Clark

Staff:

B. Fletcher, Chief Administrative Officer
N. Duley, Manager, Finance & Strategic Services
D. George, Director, Engineering
K. Peter, Director, Planning & Development
M. Rowda, Manager, Capital Projects, Engineering
K. Droogers, Legislative Officer

Welcome and Call to Order

The Chair called the meeting to order at 1:31 p.m. and welcomed the Committee members and staff in attendance.

Adoption of Agenda

The Chair declared the March 25, 2026, agenda adopted as presented.

Approval of Minutes

The Chair declared the minutes of February 13, 2025, adopted as presented.

Implementation Progress Updates

Planning and Development Process Improvement Progress Update

K. Peter provided an update and summary to the committee in regard to the Planning and Development Process Improvement update and answered questions of the committee.

Capital Project Management Standardization Review Progress Update

D. George presented to the committee on the Capital Project Management Standardization Review Progress update and answered questions of the committee.

Committee Business

2025 Internal Audit Steering Committee Annual Report

N. Duley presented to the committee on the Annual Report.

Moved by Mayor Olivieri

That the Internal Audit Steering Committee approve the draft 2025 IASC Annual Report, as amended, and recommend the report to be received by City Council as information.

CARRIED UNANIMOUSLY

Review of the Corporate Risk Register – In Camera

Moved by Councillor MacKay

That the Internal Audit Steering Committee move in camera to discuss a matter pursuant to section 29(1)(a) (Advice, proposals, recommendations, analyses or policy options developed by or for a public body) of the *Access to Information Act*.

CARRIED UNANIMOUSLY

The Committee went in camera at 2:19 p.m.

Moved by Mayor Olivieri

That the Committee reconvene in Public.

CARRIED UNANIMOUSLY

The Committee reconvened in Public at 2:26 p.m.

The Committee recessed at 2:27 p.m.

The Committee reconvened at 2:39 p.m.

Moved by Councillor MacKay

That the Internal Audit Steering Committee move in camera to discuss a matter pursuant to section 29(1)(a) (Advice, proposals, recommendations, analyses or policy options developed by or for a public body) of the *Access to Information Act*.

CARRIED UNANIMOUSLY

The Committee went in camera at 2:39 p.m.

Moved by S. Cribb

That the Committee reconvene in Public.

CARRIED UNANIMOUSLY

The Committee reconvened in Public at 2:59 p.m.

2026-2028 IASC Multi-Year Work Plan

N. Duley presented to the committee on the Multi-Year Work Plan.

Moved by S. Mikus

That the Internal Audit Steering Committee recommend the 2026-2028 Multi-Year Workplan to City Council for approval.

CARRIED UNANIMOUSLY

Adjournment

The Chair declared the meeting adjourned at 3:10 p.m.

CHAIR

DESIGNATED OFFICER

UNADOPTED