

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 10:00 a.m.

Present:

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

Absent:

B. Donahue

Staff:

B. Fletcher, Chief Administrative Officer
D. Slokar, Manager, Finance & Strategic Services
R. McDonald, Legislative Officer

Guests:

R. Stovall, Director, Human Resources & Safety
A. Betskova, Procurement Specialist, Purchasing Services

Welcome and Call to Order

The Chair called the meeting to order at 10:03 a.m. and welcomed the Committee members and staff in attendance.

Adoption of Agenda

The Chair declared the December 13, 2024 agenda adopted as amended with the addition of item 2026 Committee Business Case.

Adoption of Minutes

The Chair declared the minutes of September 12, 2024, adopted as presented.

The Resource Planning Model Review (In Camera)

Moved by Councillor MacKay

That the Internal Audit Steering Committee move in camera to discuss a matter pursuant to Section 24(1)(a) of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

The Committee moved in camera at 10:05 a.m.

Moved by Councillor Brodhead

That the Committee reconvene in Public.

CARRIED UNANIMOUSLY

The Committee reconvened in public at 10:09 a.m.

Moved by M. Phillips

That the Internal Audit Steering Committee endorses the Resource Planning Model Review to proceed as per the proposal selected by Administration.

CARRIED UNANIMOUSLY

Internal Audit Steering Committee Annual Report

D. Slokar presented the final draft of the 2023/2024 IASC Annual Report for the Committees approval.

Moved by Councillor MacKay

That the Internal Audit Steering Committee approves the 2023/24 IASC Annual Report and schedule for presentation to Council in Q1 2025.

CARRIED UNANIMOUSLY

Community Vision and Pillars of Sustainability

D. Slokar provided the process and an update to the Committee in regard to the Community Vision and Pillars of Sustainability.

2026 Committee Business Case

The Committee discussed the upcoming planning and presentation to Council in regard to the 2026 Committee Business Case.

Moved by Councillor Brodhead

That Administration create a 2026 Committee Business Case to enable the ongoing sustainability of the Internal Audit Steering Committee program.

CARRIED UNANIMOUSLY

Next Meeting Date

TBC – by end of March 2025

Adjournment

The Chair declared the meeting adjourned at 10:54 a.m.

CHAIR

DESIGNATED OFFICER