

INTERNAL AUDIT STEERING COMMITTEE

July 27, 2020

Minutes of a Meeting of the Internal Audit Steering Committee conducted electronically via Zoom on the above date at 2:00 p.m.

Present:

Councillor Brodhead
M. Madamombe (Chair)

Absent:

Mayor Heron
Councillor Hughes
D. Bailey (Vice-Chair)

Staff:

K. Hilts, Deputy Chief Administrative Officer
D. Leflar, Director, Legal & Legislative Services
C. Campbell, Manager, Purchasing Services, Finance & Assessment
D. Slokar, Acting Manager, Corporate Planning, Risk & Insurance
T. Dallimore, Legislative Officer, Legal & Legislative Services

Call to Order

The meeting was called to order at 2:00 p.m. The members present made the decision to recess the meeting until such time as the Vice-Chair could be present to participate in the Proposal Evaluation Discussion and Final scoring.

Recess

The Committee recessed to July 29, 2020 at 2:00 p.m.

Minutes of a Meeting of the Internal Audit Steering Committee conducted electronically via Zoom on the above date at 2:00 p.m.

Present:

Councillor Brodhead
M. Madamombe (Chair)
D. Bailey (Vice-Chair)

Absent:

Mayor Heron
Councillor Hughes

Staff:

K. Hilts, Deputy Chief Administrative Officer
C. Campbell, Manager, Purchasing Services, Finance & Assessment
D. Slokar, Acting Manager, Corporate Planning, Risk & Insurance
T. Dallimore, Legislative Officer, Legal & Legislative Services

Call to Order

The continuation of the meeting was called to order at 2:00 p.m.

Adoption of Agenda

Moved by D. Bailey

That the July 29 Agenda be adopted as amended with the addition of administrative update.

CARRIED UNANIMOUSLY

Adoption of Minutes

Moved by D. Bailey

That the July 16, 2020 Internal Audit Steering Committee Meeting Minutes be adopted as presented.

CARRIED UNANIMOUSLY

Administrative Update

D. Slokar, Acting Manager, Corporate Planning, Risk & Insurance, provided an administrative update on working in partnership.

The Chair asked if there were any conflicts of interest to declare. There were none.

Proposal Evaluation Discussion and Final Scores

C. Campbell, Manager, Purchasing Services, Finance & Assessment and D. Slokar, Acting Manager, Corporate Planning, Risk & Insurance, confirmed the Committee was prepared to review and create the final scores.

Moved by Councillor Brodhead

That the Committee move in camera to have a confidential dialogue in accordance with the provisions of s.16 and s. 24(1)(b) of the *Freedom of Information and Privacy Act*.

CARRIED UNANIMOUSLY

The Committee went in camera at 2:17 p.m.

Moved by Councillor Brodhead

That the Committee reconvene in public

CARRIED UNANIMOUSLY

The Committee reconvened in public at 3:55 p.m.

Moved by D. Bailey

That the details of the in camera discussion remain confidential pursuant to s. 153 of the *Municipal Government Act*.

Next Meeting Date: Thursday, August 13, 2020 – 2 p.m. via Zoom

Adjournment

Moved by Councillor Brodhead

That the Committee meeting be adjourned at 3:57 p.m.

CARRIED UNANIMOUSLY



CHAIR


DESIGNATED OFFICER