



## **Audit Committee Meeting**

### **Minutes**

Date: September 11, 2024  
Time: 3:30 pm  
Location: Hybrid meeting- virtual and Council Chambers, City Hall

Members Present: Lisa Kearns (Chair), Kartik Gupta, Mathew Moore, Etienne Durafour, Paul Sharman

Member Regrets: Michael Di Iulio, Mayor Marianne Meed Ward

Staff Present: Hassaan Basit, Maciej Jurczyk, Leah Bortolotti, Craig Millar, David Thompson (Audio/Visual Specialist), Richard Bellemare (Audio/Video Specialist), Suzanne Gillies (Clerk)

**1. Declarations of Interest:**

None

**2. Delegation(s):**

None

**3. Consent Items:**

**3.1 Status of Management Action Plans (CA-12-24)**

Moved by: Mathew Moore

Receive city auditor's office report CA-12-24 providing a summary of the Management Action Plans in progress.

**CARRIED**

**3.2 Quarterly dashboard for office of the city auditor (CA-13-24)**

Moved by: Mathew Moore

Receive office of the city auditor's report CA-13-24 providing a quarterly dashboard of City Auditor Key Performance Indicators (KPI's) attached as Appendix A.

**CARRIED**

3.3 Internal Audit Charter - update (CA-15-24)

Moved by: Mathew Moore

Approve the updated Internal Audit Charter attached as Appendix A of city auditor's office report CA-15-24.

**CARRIED**

3.4 Financial highlights for the period ended June 30, 2024 (F-22-24)

Moved by: Mathew Moore

Receive finance department report F-22-24 providing financial highlights as at June 30, 2024.

**CARRIED**

3.5 Evaluation of external auditors (F-29-24)

Moved by: Mathew Moore

Receive finance department report F-29-24 providing the results of the evaluation of the external auditors and fees.

**CARRIED**

**4. Regular Items:**

4.1 Procurement audit report (CA-14-24)

Moved by: Councillor Sharman

Receive city auditor's office report CA-14-24 regarding the procurement audit attached as Appendix A.

**CARRIED**

**5. Confidential Items and Closed Session:**

5.1 Confidential Appendix B regarding status of management action plans  
(CA-12-24)

**6. Rise and Report from Closed Session**

**7. Procedural Motions:**

None

**8. Information Items:**

None

**9. Staff Remarks:**

**10. Committee Remarks:**

**11. Adjournment:**

Chair adjourned the meeting at 3:40 p.m.