



Audit Committee Meeting

Minutes

Date: March 8, 2023
Time: 3:30 pm
Location: Hybrid meeting- virtual and Council Chambers, City Hall

Members Present: Lisa Kearns (Chair), Mathew Moore, Paul Sharman, Michael Di Iulio, Kartik Gupta

Member Regrets: Etienne Durafour, Mayor Marianne Meed Ward

Staff Present: Maciej Jurczyk, Tim Commisso, Chad MacDonald, Michelle Moore, David Thompson (Audio/Visual Specialist), Suzanne Gillies (Clerk)

1. Declarations of Interest:

None

2. Delegation(s):

None

3. Consent Items:

3.1 Financial highlights for the period ended December 31, 2022 (F-05-23)

Moved by: Councillor Sharman

Receive and file finance department report F-05-23 providing financial highlights as at December 31, 2022.

CARRIED

3.2 Summary of In-Progress Management Action Plans (CA-01-23)

Moved by: Councillor Sharman

Receive and file city auditor's office report CA-01-23 providing a summary of the Management Action Plans in progress as identified in Appendix A.

CARRIED

3.3 Quarterly dashboard for office of the city auditor (CA-02-23)

Moved by: Councillor Sharman

Receive and file office of the city auditor's report CA-02-23 providing a quarterly dashboard of City Auditor Key Performance Indicators (KPI's) attached as Appendix A.

CARRIED

4. Regular Items:

4.1 Risk Management Implementation Plan update (CS-07-23)

Moved by: Councillor Sharman

Receive and file corporate strategy report CS-07-23 providing the updated implementation plan for risk governance and management for the City of Burlington.

CARRIED

4.2 2023 Audit Plan for office of the city auditor (CA-03-23)

Moved by: Councillor Sharman

Approve the 2023 Audit Plan for the office of the city auditor attached in Appendix A of city auditor office report CA-03-23.

CARRIED

4.3 Election of Chair and Vice Chair

On motion, Councillor Lisa Kearns and Mathew Moore were elected Chair and Vice Chair respectively of the Audit Committee, effective March 8, 2023 for the term to expire December 31, 2024.

5. Confidential Items and Closed Session:

Moved by: Mathew Moore

Proceed into closed session at 3:42 p.m. in accordance with the following provision under the Municipal Act:

Pursuant to section 239(2)(a) security of the municipality or local board for item 5.1.

CARRIED

5.1 Confidential cyber-security audit report (CA-04-23)

6. Rise and Report from Closed Session

Moved by: Kartik Gupta

Receive and file city auditor's office report CA-04-23 regarding the Cyber-Security Audit ('Identify' Controls) attached as Appendix A.

CARRIED

7. Procedural Motions:

8. Information Items:

None

9. Staff Remarks:

10. Committee Remarks:

11. Adjournment:

3:42 p.m. (closed), 3:57 p.m. (public)

Chair adjourned the meeting at 4:36 p.m.