

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

Present:

Mayor Heron
Councillor Hughes
Councillor Joly
De-Anna Bailey
Gill Hermanns

Staff:

Kevin Scoble, City Manager
Michelle Bonnici, General Manager of Corporate Services
Gene Klenke, City Solicitor and Chief Legislative Officer
Cheryle Wong, Legislative Officer

Call to Order

The Chair called the meeting to order at 3:06 p.m.

Adoption of Agenda

Moved by Councillor Hughes

That the agenda be adopted, as amended, with the addition of Summer Schedule and Regular Committee meetings.
CARRIED UNANIMOUSLY

Adoption of Minutes – March 20, 2018 and May 2, 2018

Moved by Mayor Heron

That the Minutes of March 20, 2018 and May 2, 2018 be adopted as presented.
CARRIED UNANIMOUSLY

Review of Draft ITT Document

The City Solicitor provided an overview of the Draft Invitation to Tender and answered questions of the Committee.

Moved by Councillor Joly

That the Internal Audit Steering Committee recommend to Council that corporate risk management and procurement practices be reviewed or audited, and that Administration be directed to post an Invitation to Tender based on those approved recommendations.

CARRIED UNANIMOUSLY

Summer Schedule

There will be no meetings in the July and August.

Meeting Dates

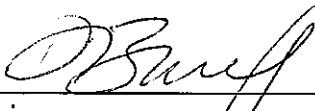
All meetings will be the second Wednesday of every month at 3:00 p.m.

Next meeting

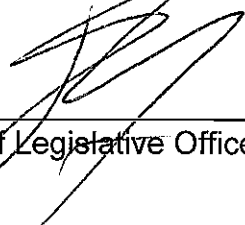
The next meeting is scheduled for September 12, 2018.

Adjournment

The Committee adjourned at 3:30 p.m.



Chair



Chief Legislative Officer



**INTERNAL AUDIT STEERING
COMMITTEE**

DATE: June 13, 2018
TIME: 3:00 p.m.
**PLACED: Douglas Cardinal Board
Room, 3rd Floor, St. Albert
Place**

AGENDA

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Adoption of Minutes – March 20, 2018 and May 2, 2018**
- 4. Review of Draft ITT Document**
- 5. Next Meeting Date**
- 6. Adjournment**