

Audit Committee

Date: December 6, 2021
Time: 9:33 AM
Location: Online Video Conference

Members Present

Mayor Bonnie Crombie	
Councillor Stephen Dasko	Ward 1 (Vice-Chair)
Councillor Karen Ras	Ward 2 – <i>arrived at 9:53AM</i>
Councillor Ron Starr	Ward 6
Councillor Dipika Damerla	Ward 7 (Chair)

Staff Present

Paul Mitcham, City Manager and Chief Administrative Officer
Shari Lichterman, Commissioner of Corporate Services and Chief Financial Officer
Jodi Robillos, Commissioner of Community Services
Luis Souza, Director, Internal Audit
Jeff Jackson, Director, Finance and Treasurer
Raj Sheth, Director, Facilities and Property Management
Wesley Anderson, Manager, Financial and Treasury Services
Vandana Waghela, Internal Auditor
Yianni Foufas, Senior Internal Auditor
Dayna Obaseki, Legislative Coordinator

1. CALL TO ORDER

Councillor Damerla, Chair called the meeting to order at 9:33AM.

2. INDIGENOUS LAND STATEMENT

Councillor Damerla, Chair recited the Indigenous Land Statement.

Luis Souza, Director of Internal Audit announced that Craig Emick, Information Technology Auditor is retiring and that Vandana Waghela, Internal Auditor will be filling Mr. Emick's position.

3. APPROVAL OF AGENDA

Approved (Councillor Dasko)

4. DECLARATION OF CONFLICT OF INTEREST - Nil.**5. MINUTES OF PREVIOUS MEETING****5.1 Audit Committee Draft Minutes - September 20, 2021**

Approved (Councillor Starr)

6. DEPUTATIONS**6.1 Kevin Travers, Partner, KPMG to introduce Maria Khoushnood, Partner, KPMG as the City of Mississauga's new Auditor at KPMG**

Mr. Travers introduced Ms. Khoushnood the City of Mississauga's new KPMG Auditing Partner. He briefly provided a rationale behind the change of Auditors.

7. PUBLIC QUESTION PERIOD - 15 Minute Limit

No members of public registered to speak.

8. MATTERS TO BE CONSIDERED**8.1 2021 Audit Plan**

Maria Khoushnood, Partner, KPMG spoke to the Audit Planning Report and noted the Executive Summary, Scope, Materiality, and Risks as well as key audit procedures, timelines and new standards.

Councillor Damerla inquired if any aspects in the Audit Plan were new. Ms. Khoushnood responded that there have been changes to the audit procedures that may include operations and/or the pandemic, such as tax receivables and additional funding.

RECOMMENDATION AC-0010-2021

Moved By Councillor R. Starr

That the report dated November 10, 2021 from the Commissioner of Corporate Services and Chief Financial Officer titled "2021 Audit Plan" be received for information.

YES (3): Councillor Dasko, Councillor R. Starr, and Councillor Damerla

ABSENT (2): Mayor Crombie, and Councillor Ras

Carried (3 to 0)

8.2 Final Audit Reports:

1. Community Services Department, Parks, Forestry & Environment Division, Environment Section – Waste Diversion Audit
2. Corporate Services Department, Facilities & Property Management Division, Facilities Maintenance Section – Supplies Inventory Audit

Yianni Foufas, Senior Internal Auditor provided a presentation on the Waste Diversion Audit and noted the background, scope, objectives and action plans. Mr. Foufas highlighted the following recommendations to establish a cross-functional waste diversion working group, formalize a contingency plan and procedural documentation and establish Service Level Agreements or contracts for relevant vendors. He advised that a total of eight (8) recommendations resulted from this audit and noted that management agreed to all the recommendations. He further noted that four (4) recommendations are targeted to be completed in 2022, two (2) in 2023 and the remaining two (2) in 2024.

Councillor Ras joined the meeting at 9:53AM during Item 8.2(1) presentation.

Councillor Starr inquired about coordination overlap. Mr. Foufas responded that there is currently informal coordination, however the reasoning behind working group recommendation is that there is lack of sufficient coordination.

Vandana Waghela, Internal Auditor provided a presentation on the Supplies Inventory Audit and spoke to the background, scope, objectives, themes, observations and risks. Ms. Waghela highlighted the following high priority observations; centralize tracking and inventory control, supervisory review over purchases and inventory use and security of valuable inventory. She advised that a total of eleven (11) recommendations resulted from this audit and management agreed to all recommendations. She further noted that one recommendation is already completed, another one will be completed today and the remaining recommendations are targeted to be completed by the end of 2022.

Members of the Committee raised questions and concerns regarding benchmarking, trends, monitoring, timelines, centralized inventory, warranty, property markers on inventory and staffing resources. Ms. Waghela, Shari Lichterman, Commissioner of Corporate Services and Chief Financial Officer, Raj Sheth, Direct of Facilities and Property Management and Rob Bowslaugh, Manager of Facilities Maintenance responded to questions from the Committee.

DIRECTION to staff was given to report back in a year on the implementation results of the audit recommendations outlined in the report.

RECOMMENDATION AC-0011-2021

Moved By Councillor Ras

That the report dated November 19, 2021 from the Director, Internal Audit with respect to final audit reports:

1. Community Services Department, Parks, Forestry & Environment Division, Environment Section – Waste Diversion Audit; and,
2. Corporate Services Department, Facilities & Property Management Division, Facilities Maintenance Section – Supplies Inventory Audit

be received for information.

YES (5): Mayor Crombie, Councillor Dasko, Councillor Ras, Councillor R. Starr, and Councillor Damerla

Carried (5 to 0)

9. ENQUIRIES - Nil.

10. CLOSED SESSION - Nil.

11. ADJOURNMENT

10:22AM (Councillor Dasko)