



Audit Committee

Minutes

Meeting #: 13
Date: September 12, 2025
Time: 9:30 am
Location: Champlain Room, 110 Laurier Avenue West, and by electronic participation

Present: Chair: Councillor Cathy Curry, Vice-chair: Councillor Allan Hubley, Councillor David Brown, Councillor Marty Carr, Councillor Theresa Kavanagh, Councillor Catherine Kitts

Absent: Councillor David Hill

1. Notices and meeting information for meeting participants and the public
Notices and meeting information are attached to the agenda and minutes, including: availability of simultaneous interpretation and accessibility accommodations; *in camera* meeting procedures; information items not subject to discussion; personal information disclaimer for correspondents and public speakers; notices regarding minutes; and hybrid participation details.
Accessible formats and communication supports are available, upon request.
Except where otherwise indicated, reports requiring Council consideration will be presented to Council on September 24, 2025, in Audit Committee Report 13.
The deadline to register by phone to speak, or submit written comments or visual presentations is 4 pm on Thursday, September 11, and the deadline to register to speak by email is 8:30 am on Friday, September 12.

- 1.1 Motion to add reports

At the outset of the meeting, the Committee considered the following motion:

Motion No. AC 2025-13-01

Moved by A. Hubley

BE IT RESOLVED THAT the Audit Committee approve the addition of the following reports, distributed and published after the agenda, pursuant to subsection 89(3) of the Procedure By-law (being by-law no. 2025-100) to allow for consideration of these matters:

- **Office of the Auditor General (OAG) – Semi-Annual Report on Follow-up Procedures – File No. ACS2025-OAG-BVG-009**
- **Office of the Auditor General (OAG) – Audit of Development Application Review – File No. ACS2025-OAG-BVG-010**
- **Office of the Auditor General (OAG) – Follow-Up Report: Audit of Enterprise Risk Management – File No. ACS2025-OAG-BVG-011**
- **Office of the Auditor General (OAG) – Follow-Up Report: Cybersecurity Investigation – File No. ACS2025-OAG-BVG-013**
- **Office of the Auditor General (OAG) – Follow-Up Report: Audit of Cybersecurity – File No. ACS2025-OAG-BVG-012**

Carried

2. Declarations of Interest

No Declarations of Interest were filed.

3. Confirmation of Minutes

3.1 AC Minutes 12 – Friday, June 6, 2025

Carried

4. Auditor General

4.1 Office of the Auditor General (OAG) – Semi-Annual Report on Follow-up Procedures

File No. ACS2025-OAG-BVG-009 - City-wide

Nathalie Gougeon, Auditor General, answered questions from the Committee.

Ms. Gougeon undertook to provide additional information on audit follow-up procedures comparisons with other municipalities.

There were no public submissions on this item.

Following discussions, the Committee considered the report recommendation(s) as follows:

Report recommendation(s)

That the Audit Committee recommend Council receive the Semi-Annual Report on Follow-up Procedures.

Carried

4.2 Office of the Auditor General (OAG) – Audit of Development Application Review

File No. ACS2025-OAG-BVG-010 - City-wide

Nathalie Gougeon, Auditor General, Joanne Gorenstein, Deputy Auditor General, and Cory Richardson, Audit Manager, presented an overview of the report and answered questions from the Committee. A copy of the slide presentation is filed with the Office of the City Clerk.

Stuart Huxley, City Solicitor, Marcia Wallace, General Manager, Planning, Development and Building Services, and Derrick Moodie, Director, Planning Services, also answered questions from Committee.

There were no public submissions on this item.

Following discussions, the Committee considered the report recommendation(s) as follows:

Report recommendation(s)

That the Audit Committee receive the audit report and recommend that Council consider and approve the recommendations.

Carried

4.3 Office of the Auditor General (OAG) – Follow-Up Report: Audit of Enterprise Risk Management

File No. ACS2025-OAG-BVG-011 - City-wide

Nathalie Gougeon, Auditor General, and Joanne Gorenstein, Deputy Auditor General presented an overview of the report. A copy of the slide presentation is filed with the Office of the City Clerk.

There were no public submissions on this item.

The Committee then considered the report recommendation(s) as follows:

Report recommendation(s)

That the Audit Committee receive the audit report and recommend that Council consider and approve the recommendations.

Carried

5. In Camera Items

That, in accordance with the Procedure By-law (By-law No. 2025-100), the Audit Committee resolve In Camera pursuant to Subsection 13(1)(a), the security of the property of the city, based upon the rationale set out in the respective Legal Implications section of the reports “Office of the Auditor General (OAG) – Follow-Up Report: Audit of Cybersecurity” (File No. ACS2025-OAG-BVG-012) and “Office of the Auditor General (OAG) – Follow-Up Report: Cybersecurity Investigation” (File No. ACS2025-OAG-BVG-013). These reports will not be reported out.

Motion No. AC 2025-13-02

Moved by T. Kavanagh

BE IT RESOLVED THAT, in accordance with the Procedure By-law (By-law No. 2025-100), the Audit Committee resolve In Camera pursuant to Subsection 13(1)(a), the security of the property of the city, based upon the rationale set out in the re-spective Legal Implications section of the reports “Office of the Auditor General (OAG) – Follow-Up Report: Audit of Cybersecurity” (File No. ACS2025-OAG-BVG-012) and “Office of the Auditor General (OAG) – Follow-Up Report: Cybersecurity Investigation” (File No. ACS2025-OAG-BVG-013). These reports will not be report-ed out.

Carried

Committee resolved in camera at 11:15 am, and resumed in open session at 12:45 pm.

Upon resuming in open session, Chair C. Curry advised that the Audit Committee met in camera to consider items 5.1 and 5.2 (listed below).

These matters will not be reported out as they relate to Subsection 13(1)(a) of the Procedure By-law, as the subject matter relates to the security of the property of the City.

During the in camera session, no votes were taken other than procedural motions and/or directions to staff.

Committee carried the following report recommendations in open meeting:

5.1 Office of the Auditor General (OAG) – Follow-Up Report: Cybersecurity Investigation

File No. ACS2025-OAG-BVG-013 - City-wide

Report recommendation(s)

That the Audit Committee receive the audit report and recommend that Council consider and approve the recommendations.

Carried

5.2 Office of the Auditor General (OAG) – Follow-Up Report: Audit of Cybersecurity

File No. ACS2025-OAG-BVG-012 - Citywide

Report recommendation(s)

That the Audit Committee receive the audit report and recommend that Council consider and approve the recommendations.

Carried

6. Information Previously Distributed

6.1 Ottawa Police Service – Audit of Staffing

File No. ACS2025-OAG-BVG-008

7. Notices of Motions (For Consideration at Subsequent Meeting)

There were no Notices of Motion.

8. Inquiries

There were no Inquiries.

9. Other Business

There was no other business.

10. Adjournment

Next Meeting: Friday, November 28, 2025

The meeting adjourned at 12:46 am.

E. Pelot, Committee Coordinator

Councillor C. Curry, Chair