



City of Maple Ridge
Audit & Finance Committee
MEETING MINUTES

The Minutes of the Regular Meeting of the Audit & Finance Committee
held in the Thornhill Room, City Hall on February 7, 2023 at 9:00 am

COMMITTEE MEMBERS PRESENT

Mayor Ruimy
Councillor Korleen Carreras, Chair
Councillor Jenny Tan

STAFF MEMBERS PRESENT

Scott Hartman	Chief Administrative Officer
Catherine Nolan	Deputy Director of Finance
Christina Crabtree	General Manager Corporate Services
Patrick Hlavac-Winsor	General Counsel and Executive Director, Legislative Service
Trevor Thompson	Director of Finance

GUEST

Brian Szabo	BDO Canada LLP
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1. CALL TO ORDER – 9:00 am
2. APPROVAL OF THE AGENDA

R/2023-AFC-001

It was moved and seconded

That the agenda for the February 7, 2023 Audit & Finance Committee Meeting be approved as circulated.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

R/2023-AFC-002

It was moved and seconded

That the minutes of the July 4, 2022 Audit & Finance Committee Meeting be adopted as circulated.

CARRIED UNANIMOUSLY

4. DELEGATIONS – NIL

5. NEW AND UNFINISHED BUSINESS

5.1. Appointment of Chairperson

R/2023-AFC-003

It was moved and seconded

That Councillor Carreras be appointed as Chairperson of the Audit & Finance Committee Meeting for 2023.

CARRIED UNANIMOUSLY

5.2. Role of the Audit & Finance Committee

The Deputy Director of Finance, provided an overview of the role of the Audit & Finance Committee and the role of the External Auditor.

5.3. Review Terms of Reference

R/2023-AFC-004

It was moved and seconded

That the Terms of Reference for the Audit & Finance Committee be approved as circulated with no amendments.

CARRIED UNANIMOUSLY

5.4. Proposed 2023 Work Plan

The Deputy Director of Finance, provided details on the 2023 proposed Work Plan for the Audit & Finance Committee.

R/2023-AFC-005

It was moved and seconded

That the draft 2023 Audit and Finance Committee Work Plan be approved with the addition of an update on Development Cost Charges and Amenity Charges.

CARRIED UNANIMOUSLY

5.5. Proposed Meeting Schedule for 2023

The Deputy Director of Finance, provided details on proposed meetings in Q1, Q2, Q3, and Q4.

5.6. Audit Planning Report for 2022

Brian Szabo, audit partner with BDO Canada LLP provided details on the Audit Planning Report.

6. **QUESTION PERIOD – NIL**
7. **NOTICE OF CLOSED MEETING – NIL**
8. **ADJOURNMENT at 12:30pm**



Councillor Korleen Carreras, Chair