

MINUTES

Toronto Transit Commission

Audit and Risk Management Committee Meeting
Friday, September 11, 2015

A meeting of the TTC Audit and Risk Management Committee commenced at 9:12 am on Friday, September 11, 2015 in 7th Floor Executive Boardroom at 1900 Yonge Street, Toronto, Ontario in order to discuss business related to the Committee.

A. Heisey Q.C., M. Adamson, R. Byers (TTC Audit and Risk Management Committee members), A. Byford, (Chief Executive Officer), C. Upfold, (Deputy Chief Executive Officer and Chief Customer Officer), G. Shortt (Chief Operations Officer), R. Leary (Chief Service Officer), S. Reed Tanaka (Chief Capital Officer), J. Taylor (Chief of Staff), J. O'Grady (Chief Safety Officer), M. Roche (Head of Finance/Treasurer), A. McKinnon (Manager – Safety Engineering Services), M. Ismail (Principal Risk Advisor), J. Kennelly (Head of TTC Audit), C. Leach and T. Coelho (TTC Audit Managers) and D. McDonald (Co-ordinator – Secretariat Services) were present.

K. Rowe (TTC Chair's office) and D. Magisano (Mayor's office) were present.

B. Romeo-Beehler and J. Shaubel (City of Toronto, Auditor General's office) were also present.

W. Grizard, Director – Safety, American Public Transit Association was present for item #2.

A. Heisey was in the Chair

Declaration of Interest - Municipal Conflict of Interest Act

Nil

Committee of the Whole Resolution

Nil

Minutes of the Previous Meeting

Commissioner Adamson moved that the TTC Audit and Risk Management Committee approve the minutes of the TTC Audit meeting held on Wednesday, May 27, 2015.

The motion by the Commissioner Adamson carried.

Business Arising Out of the Minutes

Nil

Public Presentations

Nil

Presentations/Reports/Other Business

1. TTC Audit and Risk Management Committee – Terms of Reference

Commissioner Byers moved the following motion:

That the Terms of Reference for the Audit and Risk Management Committee be referred back to staff to reflect the issues raised by the Committee.

The motion by Commissioner Byers carried.

2. 2014 TTC APTA Audit

Chair Heisey moved the following motion:

In response to the findings identified in the 2014 APTA Safety Audit, the Audit and Risk Management Committee requests that:

1. staff report back on TTC enhancements to the Track Level Safety programs;
2. staff urge ATU Local 113 to reconsider their decision to not participate in the Track Level Safety Committee;
3. staff report back on the Transit Enforcement issues, specifically as they relate to Senior Management clarifying the “security philosophy” they intend to implement and promoting a Security Culture;

4. staff report back on the development of a protocol between Toronto Police Service, Fire and TTC for accidents/incidents where there are no fatalities in order to achieve balance between transit services and forensic investigations; and
5. staff report back on the issues surrounding the lack of provincial regulations with a view to going forward to the Provincial Government to request the co-operative development of provincial safety standards for municipal transit agencies.

The motion by Chair Heisey carried.

The item was adopted as amended.

3. Presentation: Introduction to TTC's Enterprise Risk Management (ERM) Program

M. Ismail, Principal Risk Advisor, delivered a power point presentation on this item.

The Committee received the presentation for information.

B. Romeo-Beehler, Auditor General, City of Toronto, commended the TTC on their efforts regarding ERM, indicating that she looks forward to 2017 when the plan has been deployed across the entire organization.

The Committee thanked the Auditor General for acknowledging TTC's efforts.

4. Auditor General's Report – Continuous Controls Monitoring Program – Toronto Transit Commission, 12-Month Review of Employee Absenteeism, 2014

Chair Heisey moved the following motion:

That the Auditor General's Report be referred to the Human Resources and Labour Relations Committee for information.

The motion by Chair Heisey carried.

The item was adopted as amended.

5. PricewaterhouseCoopers LLP 2014 Management Letter Follow-up

The Committee adopted the recommendation in the staff report, as follows:

It is recommended that the Audit and Risk Management Committee:

1. Receive the report; and
2. Approve forwarding a copy of the report to the TTC Board and then to the City Clerk for appropriate handling.

6. TTC Audit Department – 2015 Audit Work Plan (Action)

The Committee adopted the recommendation in the staff report, as follows:

It is recommended that the Audit and Risk Management Committee:

1. Approve the attached updated TTC Audit Department's 2015 audit work plan.

7. PRESTO Related Financial Controls

Chair Heisey moved the following motion:

That staff be requested to report back on the current governance structure and issues on TTC's relative role.

The motion by Chair Heisey carried.

The item was adopted as amended.

8. TTC Audit Department Report – Semi-Annual Update for the Period January – June 2015

The Committee received the report for information.

9. TTC Audit Department Recommendation Performance Scorecard Report Update for the Period October 2014 – March 2015

The Committee received the report for information.

10. TTC Audit Report – 2015 Fare Change – Collectors' Fund Count

The Committee received the report for information.

The meeting adjourned at 12:20 pm