



## MINUTES

### AUDIT COMMITTEE

HELD 2014 JUNE 19 AT 9:32 AM

IN THE ENGINEERING TRADITIONS COMMITTEE ROOM

#### PRESENT:

Councillor R. Pootmans, Chair  
Councillor J. Magliocca, Vice-Chair  
Councillor S. Keating  
Councillor E. Woolley  
Citizen Representative, B. Day  
Citizen Representative, Mr. R. Ghosh

#### ALSO PRESENT:

Chief Financial Officer E. Sawyer  
City Auditor K. Palmer  
Executive Assistant P. Frank  
External Auditor H. Gill  
Legislative Assistant C. Smillie

This meeting was conducted in accordance with the Procedure Bylaw 44M2006, as amended.

#### 1. CONFIRMATION OF AGENDA

##### CLERICAL CORRECTION

Mr. Day noted a clerical correction to the front page of today's Agenda, under the list of member's names, by deleting the name and title "Citizen Representative, Mr. R. Walters".

CONFIRM AGENDA, Moved by Councillor Woolley, that the Agenda for the 2014 June 19 Regular Meeting of the Audit Committee be confirmed, **after correction**, as follows:

**By deleting the title and name “Citizen Representative, Mr. R. Walters” from the membership names contained on the front page of the Agenda.**

CARRIED

## RECOGNITION

On behalf of the Audit Committee, Councillor Pootmans thanked Mr. Roland Walters for his service on the Audit Committee as a Citizen Representative. Councillor Pootmans advised that Mr. Walters brought a keen business perspective to the Committee and with his recent resignation would definitely be missed.

## 2. CONFIRMATION OF MINUTES

### 2.1 MINUTES OF THE REGULAR MEETING OF THE AUDIT COMMITTEE, 2014 MAY 15

CONFIRM MINUTES, Moved by Councillor Woolley, that the Minutes of the 2014 May 15 Regular Meeting of the Audit Committee be confirmed.

CARRIED

## 3. NEW BUSINESS

### 3.1 CALGARY POLICE COMMISSION ANNUAL AUDIT GOVERNANCE STATUS REPORT AC2014-0537

APPROVE, Moved by Councillor Keating, that the Calgary Police Commission Recommendation contained in Report AC2014-0537 be approved, as follows:

That the Audit Committee recommends that Council receive this report for information.

CARRIED

3.2 CALGARY HOUSING COMPANY ANNUAL REPORT AND RISK MANAGEMENT PROCESSES, AC2014-0536

APPROVE, Moved by Mr. Ghosh, that the Calgary Housing Company Recommendation contained in Report AC2014-0536 be approved, as follows:

That Audit Committee receives this report for information.

CARRIED

3.3 EXTERNAL AUDITOR 2013 MANAGEMENT LETTER, AC2014-0533

DISTRIBUTION

At the request of Administration, and with the concurrence of the Chair, the Legislative Assistant distributed the following documents, with respect to Report AC2014-0533:

- Revised Report AC2014-0533, External Auditor 2013 Management Letter
- Revised Attachment 1, Letter dated 2014 June 10 from Deloitte
- Revised Attachment 2, December 31, 2013 year-end observations, which is to remain confidential pursuant to Sections 25(1)(c) and 27(1) of the *Freedom of Information and Protection of Privacy Act*.

TABLE, Moved by Councillor Magliocca, that Report AC2014-0533 be tabled to the In Camera portion of today's Agenda in order that Committee may deal with a confidential matter with respect to Report AC2014-0533.

CARRIED

APPROVE, Moved by Councillor Woolley, that the Administration Recommendations contained in **Revised** Report AC2014-0533 be approved, as follows:

That the Audit Committee recommends:

1. That Council receives this Report for information;
2. That the External Auditor provide their annual report regarding the implementation status of the recommendations in its 2013 Management Letter at the 2015 January Audit Committee meeting; and
3. That Attachment 2 to this report, and the In Camera discussions remain confidential pursuant to Sections 25(1)(c) and 27(1) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

#### 3.4 AUDIT COMMITTEE MONTHLY STATUS REPORT, AC2014-0531

APPROVE, Moved by Mr. Ghosh, that the Administration Recommendation contained in Report AC2014-0531 be approved, as follows:

That Audit Committee Receives this Report for Information.

CARRIED

IN CAMERA, Moved by Councillor Magliocca, that, in accordance with Section 197 of the *Municipal Government Act*, and Sections 16(1), 17(1), 23(1)(b), 24(1)(a)(b)&(c), 25(1)(c) and 27(1) of the *Freedom of Information and Protection of Privacy Act*, Committee now move In Camera at 10:40 a.m., in order to consider several confidential matters.

CARRIED

The Audit Committee moved into public session at 11:49 a.m., with Councillor Pootmans in the Chair.

RISE AND REPORT, Moved by Councillor Magliocca, that the Audit Committee rise and report.

CARRIED

#### 4. IN CAMERA ITEMS

##### 4.1 STATUS OF THIRD PARTY ORGANIZATIONS OPERATING NOT-FOR-PROFIT FACILITIES ON LAND OWNED BY THE CITY OF CALGARY, AC2014-0432

APPROVE, Moved by Councillor Woolley, that the Administration Recommendations contained in Report AC2014-0432 be approved, as follows:

That Audit Committee recommends that Council:

1. Receive this report for information; and
2. Direct that this report and all attachments remain confidential under Sections 16(1), 23(1)(b) and 24(1)(b) of the *Freedom of Information and Protection of Privacy Act (Alberta)* until such time as six years from this date.

CARRIED

##### 4.2 AUDIT FORUM - VERBAL REPORT, AC2014-0526

APPROVE, Moved by Mr. Ghosh, that with respect to the Verbal Report AC2014-0526, the following be approved:

That the Audit Committee:

1. Receive the Audit Forum Verbal Report for information; and
2. Keep the Verbal Report and In Camera discussions confidential pursuant to Sections 24(1)(a)(b) and (c) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

#### 4.3 EXTERNAL AUDITOR - VERBAL REPORT, AC2014-0527

APPROVE, Moved by Councillor Magliocca, that with respect to the Verbal Report AC2014-0527, the following be approved:

That the Audit Committee:

1. Receive the External Auditor Verbal Report for information; and
2. Keeps the Verbal Report and In Camera discussions confidential pursuant to Sections 24(1)(a)(b) and (c) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

#### 4.4 CITY AUDITOR - VERBAL REPORT, AC2014-0528

##### DISTRIBUTION

At the request of the City Auditor, and with the concurrence of the Chair, the Legislative Assistant distributed copies of a document entitled "City Auditor's Office, Action Plan 2015-18 – Budget Planning", with respect to Report AC2014-0528, which shall remain confidential pursuant to Sections 24(1)(a)(b) and (c) of the *Freedom of Information and Protection of Privacy Act*.

APPROVE, Moved by Mr. Ghosh, that with respect to the Verbal Report AC2014-0528, the following be approved:

That the Audit Committee:

1. Receive the City Auditor Verbal Report, for information; and
2. Keeps the Verbal Report, In Camera distribution and In Camera discussions confidential pursuant to Sections 24(1)(a)(b) and (c) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

#### 4.5 CHIEF FINANCIAL OFFICER - VERBAL REPORT, AC2014-0529

APPROVE, Moved by Councillor Woolley, that with respect to the Verbal Report AC2014-0529, the following be approved:

That the Audit Committee:

1. Receive the Chief Financial Officer Verbal Report for information; and
2. Keeps the Verbal Report and In Camera discussions confidential pursuant to Sections 24(1)(a)(b) and (c) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

#### 4.6 CHAIR OF AUDIT COMMITTEE - VERBAL REPORT, AC2014-0530

DISTRIBUTION

At the request of Councillor Woolley, and with the concurrence of the Chair, the Legislative Assistant distributed copies of a confidential document with respect to Report AC2014-0530 which is to remain confidential under Sections 17(1) and 24(1)(a) of the *Freedom of Information and Protection of Privacy Act*.

APPROVE, Moved by Councillor Woolley, that with respect to the Verbal Report AC2014-0530, the following be approved:

That the Audit Committee:

1. Receives the Chair of the Audit Committee Verbal Report for information; and
2. Keeps the Verbal Report, In Camera distribution and discussions confidential pursuant to Sections 17(1) and 24(1)(a) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

5. ADJOURNMENT

ADJOURN, Moved by Councillor Magliocca, that the Audit Committee adjourn at 11:52 a.m.

CARRIED

CONFIRMED BY COMMITTEE ON 2014 JULY 17.

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CHAIR

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LEGISLATIVE ASSISTANT

THE FOLLOWING ITEMS HAVE BEEN FORWARDED TO THE 2014 JULY 21 COMBINED  
MEETING OF COUNCIL:

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CONSENT:

CALGARY POLICE COMMISSION ANNUAL AUDIT GOVERNANCE STATUS REPORT,  
AC2014-0537

EXTERNAL AUDITOR 2013 MANAGEMENT LETTER, AC2014-0533 (REVISED)

IN CAMERA

STATUS OF THIRD PARTY ORGANIZATIONS OPERATING NOT-FOR-PROFIT  
FACILITIES ON LAND OWNED BY THE CITY OF CALGARY, AC2014-0432

The next Regular Meeting of the Audit Committee has been scheduled to be held on 2014  
July 17 at 9:30 a.m.