



**MINUTES
AUDIT COMMITTEE**

**March 12, 2020, 9:30 AM
IN THE COUNCIL CHAMBER**

PRESENT: Councillor E. Woolley, Chair
Councillor J. Farkas, Vice-Chair
Councillor D. Colley-Urquhart
Citizen Representative M. Dalton
Citizen Representative M. Lambert

ABSENT: Councillor J. Gondek (Personal)
Citizen Representative L. Caltagirone

ALSO PRESENT: Chief Financial Officer C. Male
City Auditor K. Palmer
External Auditor T. Makka
Executive Assistant C. Smillie
Deputy City Clerk K. Martin
Legislative Advisor G. Chaudhary

1. CALL TO ORDER

Councillor Woolley called the Meeting to order at 9:32 a.m.

2. OPENING REMARKS

Councillor Woolley provided opening remarks.

3. CONFIRMATION OF AGENDA

Moved by Councillor Farkas

That the Agenda for the 2020 March 12 Regular Meeting of the Audit Committee be confirmed.

MOTION CARRIED

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Regular Meeting of the Audit Committee, 2020 February 13

Moved by Citizen Representative Lambert

That the Minutes of the 2020 February 13 Regular Meeting of the Audit Committee be confirmed.

MOTION CARRIED

5. CONSENT AGENDA

5.1 DEFERRALS AND PROCEDURAL REQUESTS

None

5.2 BRIEFINGS

None

6. POSTPONED REPORTS

None

7. ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES

7.1 Solutions for Achieving Value and Excellence (SAVE) Program Q1 2020 Update (Verbal), AC2020-0323

A printed presentation entitled "AC2020-0323 Solutions for Achieving Value and Excellence (SAVE) Program Q1 2020 Update", dated 2020 March 12 was distributed with respect to Report AC2020-0323.

Moved by Councillor Colley-Urquhart

That with respect to Report AC2020-0323, the following be approved:

That the Audit Committee:

Receive the distributed presentation for the Corporate Record.

MOTION CARRIED

7.2 Operating Budget Management Audit, AC2020-0343

Moved by Citizen Representative Dalton

That with respect to Report AC2020-0343, the following be approved:

That the Audit Committee:

1. Receive this Report for the Corporate Record; and
2. Recommend that Council receive this Report for the Corporate Record.

MOTION CARRIED

7.3 Corporate Issue Management Program Audit, AC2020-0297

Moved by Citizen Representative Lambert

That with respect to Report AC2020-0297, the following be approved:

That the Audit Committee:

1. Receive this Report for the Corporate Record; and
2. Recommend that Council receive this Report for the Corporate Record.

MOTION CARRIED

Councillor Colley-Urquhart, on behalf of Councillor Demong, introduced a group of grade 5/6 students from Midnapore School, along with their teacher, Christine Peterson.

7.4 Code of Conduct Annual Report, AC2020-0250

Moved by Citizen Representative Dalton

That with respect to Report AC2020-0250, the following be approved:

That the Audit Committee:

1. Receive this Report, Attachments and Presentation for the Corporate Record; and
2. Forward this Report and Attachments to Council for the Corporate Record.

MOTION CARRIED

7.5 Audit Committee Bylaw Review Working Group Update (Verbal), AC2020-0281

Administration was thanked for their verbal presentation.

8. ITEMS DIRECTLY TO COMMITTEE

8.1 REFERRED REPORTS

None

8.2 NOTICE(S) OF MOTION

None

9. URGENT BUSINESS

None

10. CONFIDENTIAL ITEMS

Moved by Councillor Farkas

That Audit Committee:

1. Move into Closed Meeting, at 11:36 a.m., in the Council Lounge, to consider confidential matters with respect to the following items subject to Sections 24 (advice from officials), 25 (disclosure harmful to economic and other interests of a public body) and 29 (information that is or will be available to the public) of the *Freedom of Information and Protection of Privacy Act*:

- 10.1.1. Progress Update on 2019 City of Calgary Annual Report (Verbal), AC2020-0337

- 10.1.2. Audit Forum (Verbal), AC2020-0330
- 10.1.3. External Auditor (Verbal), AC2020-0331
- 10.1.4. City Auditor (Verbal), AC2020-0332

2. That Harman Gill and Trevor Nakka, External Auditors (Deloitte LLP), be invited to attend the Closed Meeting; and

3. That Pursuant to Section 6(1) of the Procedure Bylaw 35M2017, as amended, that Audit Committee suspend Section 78(2)(a) in order to complete the remainder of today's Agenda.

MOTION CARRIED

Committee moved into Public Meeting at 12:27 p.m. with Councillor Woolley in the Chair.

Moved by Citizen Representative Lambert

That Committee rise and report.

MOTION CARRIED

10.1 ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES

10.1.1 Progress Update on 2019 City of Calgary Annual Report (Verbal), AC2020-0337

People in attendance during the Closed Meeting discussion with respect to Report AC2020-0337:

Clerks: K. Martin. Advice: C. Male, G. Weibe. Observer: H. Gill, T. Nakka, K. Palmer, and C. Smillie.

Moved by Councillor Colley-Urquhart

That with respect to Report AC2020-0337, the following be approved:

That Audit Committee keep the closed meeting discussions confidential pursuant to Sections 24 (advice from officials) and 29 (information that is or will be available to the public) of the *Freedom of Information and Protection of Privacy Act*.

MOTION CARRIED

10.1.2 Audit Forum (Verbal), AC2020-0330

People in attendance during the Closed Meeting discussion with respect to Report AC2020-0330:

Clerks: K. Martin. Advice: S. Brandt, C. Male, and G. Weibe. Observer: D. Corbin, H. Gill, T. Nakka, K. Palmer, and C. Smillie.

Moved by Citizen Representative Dalton

That with respect to Report AC2020-0330, the following be approved:

That the Audit Committee direct the Closed Meeting discussions remain confidential pursuant to Sections 24 (advice from officials), 25 (disclosure harmful to economic and other interests of a public body) and 29 (information that is or will be available to the public) of the *Freedom of Information and Protection of Privacy Act*.

MOTION CARRIED

10.1.3 External Auditor (Verbal), AC2020-0331

No report was given.

10.1.4 City Auditor (Verbal), AC2020-0332

People in attendance during the Closed Meeting discussion with respect to Report AC2020-0332:

Clerks: K. Martin. Advice: K. Palmer. Observer: C. Smillie.

Moved by Citizen Representative Lambert

That with respect to Report AC2020-0332, the following be approved:

That the Audit Committee direct that the Closed Meeting discussions remain confidential pursuant to Section 24 (advice from officials) of the *Freedom of Information and Protection of Privacy Act*.

MOTION CARRIED

10.2 URGENT BUSINESS

None

11. ADJOURNMENT

Moved by Citizen Representative Lambert

That this meeting adjourn at 12:30 p.m.

MOTION CARRIED

The following items have been forwarded on to the 2020 April 06 Combined Meeting of Council:

CONSENT:

- Operating Budget Management Audit, AC2020-0343
- Corporate Issue Management Program Audit, AC2020-0297
- Code of Conduct Annual Report, AC2020-0250

The next Regular Meeting of the Audit Committee is scheduled to be held on 2020 April 20 at 8:30 a.m.

CONFIRMED BY COMMITTEE ON

CHAIR

ACTING CITY CLERK

UNCONFIRMED