



**MINUTES
AUDIT COMMITTEE**

**April 21, 2022, 8:30 AM
ENGINEERING TRADITIONS COMMITTEE ROOM**

PRESENT: Councillor R. Pootmans, Chair
Councillor T. Wong, Vice-Chair
Councillor E. Spencer (Remote Participation)
Councillor J. Wyness (Remote Participation)
Citizen Representative K. Kim (Remote Participation)
Citizen Representative M. Lambert (Remote Participation)

ABSENT: Citizen Representative L. Caltagirone

ALSO PRESENT: A/City Auditor L. Ormsby
Chief Financial Officer C. Male
A/Chief Financial Officer L. Tochor (Remote Participation)
Executive Advisor C. Smillie
Legislative Advisor J. Clement
Legislative Advisor D. Williams

1. CALL TO ORDER

Councillor Pootmans called the Meeting to order at 8:30 a.m.

2. OPENING REMARKS

Councillor Pootmans provided opening remarks and a traditional land acknowledgement.

ROLL CALL

Councillor Wong, Councillor Spencer, Councillor Wyness, Citizen Representative Kim, Citizen Representative Lambert, and Councillor Pootmans.

Absent from Roll Call: Citizen Representative Caltagirone

3. CONFIRMATION OF AGENDA

Moved by Councillor Spencer

That the Agenda for the 2022 April 21 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, 2022 March 10

Moved by Councillor Wyness

That the Minutes of the 2022 March 10 Regular Meeting of the Audit Committee be confirmed.

MOTION CARRIED

5. CONSENT AGENDA

5.1 DEFERRALS AND PROCEDURAL REQUESTS

None

6. POSTPONED REPORTS

None

7. ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES

7.1 The City of Calgary 2021 Annual Investment Report, AC2022-0492

Moved by Councillor Wong

That with respect to Report AC2022-0492, the following be approved:

That the Audit Committee recommend that Council approve The City of Calgary 2021 Annual Investment Report.

For: (6): Councillor Pootmans, Councillor Wong, Councillor Spencer, Councillor Wyness, Citizen Representative Kim, and Citizen Representative Lambert

MOTION CARRIED

7.2 The City of Calgary 2021 Annual Financial Report, AC2022-0406

Moved by Councillor Wyness

That with respect to Report AC2022-0406, the following be approved:

That the Audit Committee:

1. Consider this Report in conjunction with Report AC2022-0405 "2021 External Auditor's Year-End Report";
2. Recommend that Council approve The City of Calgary 2021 Annual Financial Report; and
3. Direct that this Report and Attachments be forwarded to the 2022 April 25 Special Meeting of Council.

For: (6): Councillor Pootmans, Councillor Wong, Councillor Spencer, Councillor Wyness, Citizen Representative Kim, and Citizen Representative Lambert

MOTION CARRIED

7.3 External Auditor 2021 Year-End Report, AC2022-0405

Moved by Citizen Representative Lambert

That with respect to Report AC2022-0405, the following be approved:

That the Audit Committee:

1. Receive this Report and Attachments for the Corporate Record and consider them in conjunction with Report AC2022-0406, The City of Calgary 2021 Annual Financial Report;
2. Direct that this Report and Attachments be forwarded to the 2022 April 25 Special Council Meeting;
3. Recommend that Council receives Report AC2022-0405, External Auditor 2021 Year-End Report and the Attachments for information and the Corporate Record; and
4. Direct that Attachment 2 remain confidential pursuant to Sections 24 (Advice from officials) and 25 (Disclosure harmful to economic interests) of the *Freedom of Information and Protection of Privacy Act*, to be reviewed by 2027 April 21.

For: (6): Councillor Pootmans, Councillor Wong, Councillor Spencer, Councillor Wyness, Citizen Representative Kim, and Citizen Representative Lambert

MOTION CARRIED

7.4 2021 Civic Partner Audit Report, AC2022-0387

By General Consent, Committee postponed the remainder of this Item to be dealt with in Closed Meeting.

This Item was dealt with following Item 10.

People in attendance during the Closed Meeting discussions with respect to Report AC2022-0387:

Clerks: D. Williams, J. Clement, and L. Gibb. Advice: L. Ormsby, C. Male, L. Tochor, L. Kerr, K. Mustard, A. Szafarski, M. Strang, and C. Smillie. External: E. Vervoort, I. Cvitanusic, D. Mulay, and H. Gill.

Moved by Councillor Wyness

That with respect to Report AC2022-0387, the following be approved:
That the Audit Committee:

1. Recommend that Council receive this Report for the Corporate Record; and
2. Direct that Attachments 3, 5, 6 and the Closed Meeting discussions remain confidential pursuant to Sections 16 (Disclosure harmful to business interests of a third party), 23 (Local public body confidences), and 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*, to be reviewed 2026 October 22.

MOTION CARRIED

Committee then dealt with Item 7.6.

7.5 Transportation Infrastructure – Construction Project Audit (West 17th Avenue Main Street), AC2022-0497

Moved by Citizen Representative Kim

That with respect to Report AC2022-0497, 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.

For: (6): Councillor Pootmans, Councillor Wong, Councillor Spencer, Councillor Wyness, Citizen Representative Kim, and Citizen Representative Lambert

MOTION CARRIED

7.6 City Auditor's Office 1st Quarter 2022 Report, AC2022-0513

By General Consent, Committee postponed the remainder of this Item to be dealt with in Closed Meeting.

This Item was dealt with following Item 7.4.

People in attendance during the Closed Meeting discussions with respect to Report AC2022-0513:

Clerks: D. Williams, J. Clement, and L. Gibb. Advice: C. Male, L. Tochor, L. Ormsby, B. Labrenz, A. Cohen, R. Visscher, and C. Smillie. External: E. Vervoort, I. Cvitanusic, D. Mulay, and H. Gill.

Moved by Citizen Representative Kim

That with respect to Report AC2022-0513, the following be approved:

That the Audit Committee:

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

3. Keep the Closed Meeting discussion confidential pursuant to Sections 24 (Advice from officials) and 25 (Disclosure harmful to economic interests) of the *Freedom of Information and Protection of Privacy Act*.

MOTION CARRIED

Committee then dealt with Item 10.1.

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 Wong

That pursuant to Sections 16 (Disclosure harmful to business interests of a third party), 19 (Confidential evaluations), 23 (Local public body confidences), 24 (Advice from officials), 25 (Disclosure harmful to economic and other interests of a public body), and 27 (Privileged information) of the *Freedom of Information and Protection of Privacy Act*, Committee now move into Closed Meeting at 11:26 a.m., in the Engineering Traditions Committee Room, to discuss confidential matters with respect to the following Items:

- 7.4 2021 Civic Partner Audit Report, AC2022-0387
- 7.6 City Auditor's Office 1st Quarter 2022 Report, AC2022-0513
- 10.1.1 External Auditor (Verbal), AC2022-0403
- 10.1.2 External Auditor Provision of Additional Advisory Services, AC2022-0508
- 10.1.3 Audit Forum (Verbal), AC2022-0402
- 10.1.4 City Auditor (Verbal), AC2022-0404
- 10.1.5 External Auditor Services, AC2022-0409
- 10.1.6 External Auditor Annual Renewal (Verbal), AC2022-0428

And further, that following be authorized to attend the Closed Meeting: Harman Gill, Daksha Mulay, Erica Vervoort and Ivana Cvitanusic, External Auditors (Deloitte LLP); and

That pursuant to Section 6(1) of Procedure Bylaw 35M2017, Committee suspend Section 78(2)(a) of the Procedure Bylaw to forego the lunch recess to complete the remainder of the Agenda.

MOTION CARRIED

Committee reconvene in public meeting at 12:59 p.m. with Councillor Pootmans in the Chair.

ROLL CALL

Councillor Spencer, Councillor Wyness, Citizen Representative Kim, Citizen Representative Lambert, and Councillor Pootmans.

Absent for Roll Call: Councillor Wong, and Citizen Representative Caltagirone

Moved by Councillor Wyness

That Committee rise and report.

MOTION CARRIED

10.1 ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES

10.1.1 External Auditor (Verbal), AC2022-0403

This Item was dealt with following Item 7.6.

People in attendance during the Closed Meeting discussions with respect to Verbal Report AC2022-0403:

Clerks: D. Williams, J. Clement, and L. Gibb. Advice: C. Smillie. External: E. Vervoort, D. Mulay, I. Cvitanusic, and H. Gill.

Moved by Citizen Representative Lambert

That with respect to Verbal Report AC2022-0403, the following be approved:

That the Audit Committee recommend that:

1. The Closed Meeting discussions remain confidential pursuant to Sections 23 (Local public body confidences), 24 (Advice from officials), and 25 (Disclosure harmful to economic and other interests of a public body), of the *Freedom of Information and Protection of Privacy Act*. and
2. Direct that Attachment 2, to Report AC2022-0405 remain confidential pursuant to Sections 24 (Advice from officials) and 25 (Disclosure harmful to economic interests) of the *Freedom of Information and Protection of Privacy Act*, to be reviewed by 2027 April 21.

MOTION CARRIED

10.1.2 External Auditor Provision of Additional Advisory Services, AC2022-0508

People in attendance during the Closed Meeting discussions with respect to Report AC2022-0508:

Clerks: D. Williams, J. Clement, and L. Gibb. Advice: C. Smillie. External: E. Vervoort, D. Mulay, I. Cvitanusic, and H. Gill.

Moved by Councillor Spencer

That with respect to Report AC2022-0508, the following be approved:

That Audit Committee:

1. Approve the Recommendations contained in Report AC2022-0508; and
2. Direct that this Report, Attachment, Recommendations, and Closed Meeting discussions remain confidential pursuant to Sections 16 (Harmful to business interests of a third party) and 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*, to be reviewed 2023 April 21.

MOTION CARRIED

10.1.3 Audit Forum (Verbal), AC2022-0402

Administration in attendance during the Closed Meeting discussions with respect to Verbal Report AC2022-0402:

Clerks: D. Williams, J. Clement, and L. Gibb. Advice: C. Male, G. Wiebe, N. Hiscock, and C. Smillie.

Moved by Councillor Spencer

That with respect to Verbal Report AC2022-0402, 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

10.1.4 City Auditor (Verbal), AC2022-0404

People in attendance during the Closed Meeting discussions with respect to Verbal Report AC2022-0404:

Clerks: D. Williams, J. Clement, and L. Gibb. Advice: L. Ormsby, A. Bleau, and C. Smillie.

Moved by Councillor Wyness

That with respect to Verbal Report AC2022-0404, 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

10.1.5 External Auditor Services, AC2022-0409

Administration in attendance during the Closed Meeting discussions with respect to Report AC2022-0409:

Clerks: D. Williams, J. Clement, and L. Gibb. Advice: L. Tochor, G. Wiebe, P. Lawrence, and C. Smillie.

Moved by Councillor Spencer

That with respect to Report AC2022-0409, the following be approved:
That Audit Committee recommend that Council:

1. Approve the Recommendations contained in Report AC2022-0409; and
2. Direct that this Report, and 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 27 (Privileged information) of the *Freedom of Information and Protection of Privacy Act*.

MOTION CARRIED

10.1.6 External Auditor Annual Renewal (Verbal), AC2022-0428

Administration in attendance during the Closed Meeting discussions with respect to Verbal Report AC2022-0428:

Clerks: D. Williams, J. Clement, and L. Gibb. Advice: C. Smillie.

Moved by Citizen Representative Lambert

That with respect to Verbal Report AC2022-0428, the following be approved:

That the Audit Committee:

1. Approve the annual renewal of the External Auditor's contract with the City of Calgary, effective 2022 May 1; and
2. Direct that the Closed Meeting discussions remain confidential pursuant to Sections 19 (Confidential evaluations) and 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*.

MOTION CARRIED

10.2 URGENT BUSINESS

None

11. BRIEFINGS

None

12. ADJOURNMENT

Moved by Councillor Spencer

That this meeting adjourn at 1:01 p.m.

MOTION CARRIED

The following items have been forwarded on to the 2022 April 25 Special Meeting of Council:

ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES

- The City of Calgary 2021 Annual Financial Report, AC2022-0406
- External Auditor 2021 Year-End Report, AC2022-0405

The following items have been forwarded on to the 2022 May 10 Combined Meeting of Council:

CONSENT

- The City of Calgary 2021 Annual Investment Report, AC2022-0492
- Civic Partner Audit Report, AC2022-0387
- Transportation Infrastructure – Construction Project Audit (West 17th Avenue Main Street), AC2022-0497
- City Auditor's Office 1st Quarter 2022 Report, AC2022-0513
- External Auditor Services, AC2022-0409

The next Regular Meeting of the Audit Committee is scheduled to be held on 2022 May 18 at 1:00 p.m.

CONFIRMED BY COMMITTEE ON

CHAIR

CITY CLERK