



MINUTES

AUDIT COMMITTEE

**HELD 2016 SEPTEMBER 22 AT 9:33 AM
IN THE COUNCIL CHAMBER**

PRESENT:

Councillor R. Pootmans, Chair
Councillor E. Woolley, Vice-Chair
Councillor P. Demong
Councillor B. Pincott
Citizen Representative S. Crabtree

ALSO PRESENT:

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

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

1. **CONFIRMATION OF AGENDA**

CONFIRM AGENDA, Moved by Councillor Pincott, that the Agenda for the 2016 September 22 Regular Meeting of the Audit Committee be confirmed.

CARRIED

2. CONFIRMATION OF MINUTES

2.1 MINUTES OF THE REGULAR MEETING OF THE AUDIT COMMITTEE,
2016 JULY 21

CONFIRM MINUTES, Moved by Councillor Woolley, that the Minutes of the Regular Meeting of the Audit Committee held on 2016 July 21, be confirmed.

CARRIED

3. ITEMS FROM ADMINISTRATION AND COMMITTEES

3.1 CALGARY HOUSING COMPANY 2015 ANNUAL REPORT, AC2016-0674

DISTRIBUTION

At the request of Administration and with the concurrence of the Chair, the Legislative Assistant distributed copies of a PowerPoint presentation entitled "Calgary Housing Company Annual Report to the City Audit Committee", dated 2016 September 22, with respect to Report AC2016-0674.

APPROVE, Moved by Councillor Pincott, that the Administration Recommendation contained in Report AC2016-0674 be approved, as follows:

That the Audit Committee receives this report for information.

CARRIED

3.2 ENVIRONMENTAL & SAFETY MANAGEMENT - ENVIROSYSTEM OVERSIGHT
AUDIT, AC2016-0754

APPROVE, Moved by Councillor Demong, that the Administration Recommendations contained in Report AC2016-0754 be approved, as follows:

That the Audit Committee:

1. Receive this report for information; and
2. Recommend that Council receive this report for information.

CARRIED

3.3 CALGARY CONVENTION CENTRE AUTHORITY 2015 ANNUAL REPORT,
AC2016-0675

DISTRIBUTION

At the request of Administration and with the concurrence of the Chair, the Legislative Assistant distributed copies of a bound PowerPoint presentation entitled "Calgary Convention Centre Authority Report", with respect to Report AC2016-0675.

APPROVE, Moved by Ms. Crabtree, that the Administration Recommendation contained in Report AC2016-0675 be approved, as follows:

That the Audit Committee receives this report for information.

CARRIED

3.4 CALGARY MUNICIPAL LAND CORPORATION 2015 ANNUAL REPORT AND
RISK MANAGEMENT PROCESSES, AC2016-0676

DISTRIBUTION

At the request of Administration and with the concurrence of the Chair, the Legislative Assistant distributed copies of a PowerPoint presentation entitled "CMLC Audit Committee Meeting 2016 Report to Audit Committee", dated 2016 September 22, with respect to Report AC2016-0676.

APPROVE, Moved by Councillor Woolley, that the Administration Recommendation contained in Report AC2016-0676 be approved, as follows:

That the Audit Committee receives this report for information.

CARRIED

3.5 AUDIT COMMITTEE BYLAW AMENDMENTS, AC2016-0683

APPROVE, Moved by Councillor Woolley, that the Administration Recommendation contained in Report AC2016-0683 be approved, as follows:

That Audit Committee recommends that Council give three readings to a bylaw to amend the Audit Committee Bylaw 48M2012.

CARRIED

4. URGENT BUSINESS

No items of Urgent Business were added to today's Meeting.

IN CAMERA, Moved by Councillor Pincott, that, in accordance with Section 197 of the *Municipal Government Act* and Sections 16 (1), 24 (1)(a), (b) & (c), and 26 (b) of the *Freedom of Information and Protection of Privacy Act*, the Audit Committee move in camera, at 10:56 a.m., in order to consider several confidential matters.

CARRIED

The Audit Committee moved into public session at 11:50 p.m. with Councillor Pootmans in the Chair.

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

CARRIED

5. IN CAMERA ITEMS

5.1 SELECTION OF PERFORMANCE AUDITS, PROGRAM REVIEWS OR SPECIAL STUDIES, AC2016-0677

APPROVE, Moved by Councillor Woolley, that the Administration Recommendations contained in Report AC2016-0677 be approved, **after amendment**, as follows:

That Audit Committee:

1. Approve Administration Recommendations 1 and 2, **after amendment as discussed in today's In Camera session**;
2. Direct that this Report, Recommendations and the In Camera discussions remain confidential pursuant to Section 26(b) of the *Freedom of Information and Protection of Privacy Act*; and
3. File Administration Recommendations 4 and 5.

CARRIED

5.2 AUDIT FORUM (VERBAL REPORT), AC2016-0678

APPROVE, Moved by Ms. Crabtree, that with respect to Report AC2016-0678, the following be approved:

That Audit Committee:

1. Receive the Audit Forum (Verbal Report) for information; and
2. Direct that the Verbal Report and In Camera discussions remain confidential pursuant to Sections 16(1), 24(1)(a)(b) and (c) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

5.3 EXTERNAL AUDITOR (VERBAL REPORT), AC2016-0679

APPROVE, Moved by Councillor Demong, that with respect to Report AC2016-0679, the following be approved:

That Audit Committee:

1. Receive the External Auditor (Verbal Report) for information; and
2. Direct that the Verbal Report and In Camera discussions remain confidential pursuant to Sections 16(1), 24(1)(a)(b) and (c) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

5.4 CITY AUDITOR (VERBAL REPORT), AC2016-0680

APPROVE, Moved by Councillor Pincott, that with respect to Report AC2016-0680, the following be approved:

That Audit Committee:

1. Receive the City Auditor (Verbal Report) for information; and
2. Direct that the Verbal Report and In Camera discussions remain confidential pursuant to Sections 16(1), 24(1)(a)(b) and (c) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

5.5 CHIEF FINANCIAL OFFICER (VERBAL REPORT), AC2016-0681

The Chief Financial Officer had nothing to report.

5.6 CHAIR OF AUDIT (VERBAL REPORT), AC2016-0682

The Chair of Audit Committee had nothing to report.

6. URGENT BUSINESS IN CAMERA

No items of Urgent Business, In Camera, were added to today's Meeting.

7. ADJOURNMENT

ADJOURN, Moved by Councillor Woolley, that this meeting adjourn at 11:53 p.m.

CARRIED

CONFIRMED BY COMMITTEE ON 2016

CHAIR

LEGISLATIVE ASSISTANT

THE FOLLOWING ITEMS HAVE BEEN FORWARDED TO THE 2016 OCTOBER 03
COMBINED MEETING OF COUNCIL.

CONSENT:

ENVIRONMENTAL & SAFETY MANAGEMENT - ENVIROSYSTEM OVERSIGHT AUDIT,
AC2016-0754

OTHER:

(The following Report contains a Bylaw that requires reading by Council. Accordingly, it should be voted on separately.)

AUDIT COMMITTEE BYLAW AMENDMENTS, AC2016-0683

The next Regular Meeting of the Audit Committee has been scheduled to be held on
2016 October 20 at 9:30 AM.