



MINUTES

AUDIT COMMITTEE

HELD 2016 JULY 21 AT 9:30 AM

IN THE ENGINEERING TRADITIONS COMMITTEE ROOM

PRESENT:

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

ALSO PRESENT:

Chief Financial Officer E. Sawyer
City Auditor K. Palmer
Executive Assistant C. Smillie
External Auditor T. Nakka
Legislative Assistant M. Cario

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

1. CONFIRMATION OF AGENDA

AMENDMENT, Moved by Councillor Woolley, that the Agenda for today's meeting be amended by adding an item of Urgent Business entitled "External Auditor - Provision of Additional Services to Calgary Economic Development, AC2016-0635".

CARRIED

AMENDMENT, Moved by Councillor Woolley, that the Agenda for today's meeting, as amended, be further amended, by bringing forward and referring Item 3.1, Report AC2016-0401, Audit Committee Bylaw Review Update, as follows:

That the Audit Committee refer Report AC2016-0401 to the Executive Assistant to the Audit Committee for further consultation with stakeholders on the potential bylaw amendments to the Audit Committee Bylaw, Bylaw 48M2012, and to return to the 2016 September 22 Regular Meeting of the Audit Committee.

CARRIED

CONFIRM AGENDA, AS AMENDED, Moved by Councillor Pincott, that the Agenda for the 2016 July 21 Regular Meeting of the Audit Committee be confirmed, **as amended**, as follows:

ADD URGENT BUSINESS:

5.1 EXTERNAL AUDITOR – PROVISION OF ADDITIONAL SERVICES, AC2016-0635

BRING FORWARD AND REFER TO THE EXECUTIVE ASSISTANT TO THE AUDIT COMMITTEE TO RETURN TO THE 2016 SEPTEMBER 22 REGULAR MEETING OF THE AUDIT COMMITTEE:

3.1 AUDIT COMMITTEE BYLAW REVIEW UPDATE, AC2016-0401

CARRIED

2. CONFIRMATION OF MINUTES

2.1 MINUTES OF THE REGULAR MEETING OF THE AUDIT COMMITTEE,
2016 JUNE 16

CONFIRM MINUTES, Moved by Councillor Woolley, that the Minutes of the Regular Meeting of the Audit Committee held on 2016 June 16, be confirmed.

CARRIED

3. TABLED REPORTS

3.1 AUDIT COMMITTEE BYLAW REVIEW UPDATE, AC2016-0401

This Report was referred at Confirmation of the Agenda.

4. ITEMS FROM ADMINISTRATION AND COMMITTEES

4.1 ATTAINABLE HOMES CALGARY CORPORATION AUDIT AND ACCOUNTABILITY COMMITTEE ANNUAL REPORT, AC2016-0574

SPEAKERS

1. Lisa Oldridge, Audit Committee Chair, Attainable Homes Calgary Corporation
2. John Harrop, President and CEO, Attainable Homes Calgary Corporation

APPROVE, Moved by Councillor Pincott, that the Recommendation contained in Report AC2016-0574 be approved, as follows:

That the Audit Committee receives this report for information.

CARRIED

4.2 EXTERNAL AUDITOR 2016 AUDIT SERVICE PLAN AND FEES REPORT, AC2016-0576

APPROVE, Moved by Councillor Woolley, that the Recommendations contained in Report AC2016-0576 be approved, as follows:

That the Audit Committee:

1. Reviews and approves the Deloitte 2016 Audit Service Plan (Attachment); and
2. Recommends that Council receive this Report and the Attachment for information.

CARRIED

4.3 INTEGRATED RISK MANAGEMENT MODEL UPDATE, AC2016-0503

DISTRIBUTION

At the request of Administration and with the concurrence of the Chair, the Legislative Assistant distributed copies of a PowerPoint presentation entitled "Integrated Risk Management Model Update", dated 2016 July 21, with respect to Report AC2016-0503.

APPROVE, Moved by Mr. Fitzsimmons, that the Recommendations contained in Report AC2016-0503 be approved, as follows:

That the Audit Committee:

1. Receives this report for information; and
2. Recommends that Council receive this report for information.

CARRIED

4.4 PARKS - URBAN FORESTRY AUDIT, AC2016-0590

APPROVE, Moved by Councillor Woolley, that the Recommendations contained in Report AC2016-0590 be approved, as follows:

That the Audit Committee:

1. Receives this report for information; and
2. Recommends that Council receive this report for information.

CARRIED

4.5 HEDGING AUDIT (FOREIGN EXCHANGE AND FUEL), AC2016-0606

APPROVE, Moved by Mr. Fitzsimmons, that the Recommendations contained in Report AC2016-0606 be approved, as follows:

That the Audit Committee:

1. Receives this report for information; and
2. Recommends that Council receive this report for information.

CARRIED

4.6 CITY AUDITOR'S OFFICE EXTERNAL ASSESSMENT UPDATE, AC2016-0611

APPROVE, Moved by Councillor Woolley, that the Recommendation contained in Report AC2016-0611 be approved, as follows:

That the Audit Committee receives this report for information.

CARRIED

4.7 CITY AUDITOR'S OFFICE 2ND QUARTER 2016 REPORT, AC2016-0575

APPROVE, Moved by Ms. Crabtree, that the Recommendations contained in Report AC2016-0575 be approved, as follows:

That the Audit Committee:

1. Receives this report for information; and
2. Recommends that Council receive this report for information.

CARRIED

4.8 AUDIT COMMITTEE 2016 2ND QUARTER STATUS REPORT, AC2016-0620

APPROVE, Moved by Councillor Pincott, that the Recommendation contained in Report AC2016-0620 be approved, as follows:

That the Audit Committee receives this report for information.

CARRIED

5. URGENT BUSINESS

5.1 EXTERNAL AUDITOR – PROVISION OF ADDITIONAL SERVICES, AC2016-0635

DISTRIBUTION

At the request of the External Auditor and with the concurrence of the Chair, the Legislative Assistant distributed copies of Report AC2016-0635 entitled “External Auditor – Provision of Additional Services”, dated 2016 July 21.

APPROVE, Moved by Councillor Woolley, that the Recommendation contained in Report AC2016-0635 be approved, as follows:

That the Audit Committee approves the External Auditor's provision of additional advisory services to Calgary Economic Development.

CARRIED

6. IN CAMERA ITEMS

IN CAMERA, Moved by Councillor Pincott, that in accordance with Section 197 of the *Municipal Government Act* and Sections 16(1), 19(1), 23(1)(b) and 24(1)(a),(b) and (c) of the *Freedom of Information and Protection of Privacy Act*, the Audit Committee move in camera, at 11:28 a.m., in order to consider several confidential matters.

CARRIED

The Audit Committee moved into public session at 12:07 p.m. with Councillor Pootmans in the Chair.

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

CARRIED

6.1 CIVIC PARTNER AUDIT REPORT - IN CAMERA, AC2016-0527

APPROVE, Moved by Councillor Demong, that the Recommendations contained in Report AC2016-0527 be approved, as follows:

That the Audit Committee recommends that Council:

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

Opposed: E. Woolley

CARRIED

6.2 EXTERNAL AUDITOR 2015 - 2016 PERFORMANCE ASSESSMENT,
AC2016-0568

DISTRIBUTION

At the request of Administration and with the concurrence of the Chair, the Legislative Assistant distributed copies, In Camera, of a Revised Attachment 1 to Report AC2016-0568, which is to remain confidential pursuant to Sections 16(1) and 19(1) of the *Freedom of Information and Protection of Privacy Act*.

APPROVE, Moved by Ms. Crabtree, that the Recommendations contained in Report AC2016-0568 be approved, as follows:

That the Audit Committee recommends:

1. That Council receive this report for information; and
2. That this Report, Attachments and In Camera discussion remain confidential pursuant to Sections 16(1) and 19(1) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

6.3 AUDIT FORUM (VERBAL), AC2016-0569

APPROVE, Moved by Councillor Pincott, that with respect to Verbal Report AC2016-0569, the following be approved:

That the Audit Committee:

1. Receives 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

6.4 EXTERNAL AUDITOR REPORT (VERBAL), AC2016-0570

The External Auditor had nothing to report.

6.5 CITY AUDITOR REPORT (VERBAL), AC2016-0571

APPROVE, Moved by Councillor Pincott, that with respect to Verbal Report AC2016-0571, the following be approved:

That the Audit Committee:

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

CARRIED

6.6 CHIEF FINANCIAL OFFICER REPORT (VERBAL), AC2016-0572

The Chief Financial Officer had nothing to report.

6.7 CHAIR OF AUDIT REPORT (VERBAL), AC2016-0573

The Chair of Audit Committee had nothing to report.

7. URGENT BUSINESS IN CAMERA

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

8. ADJOURNMENT

ADJOURN, Moved by Councillor Woolley, that this meeting adjourn at 12:10 p.m.

CARRIED

CONFIRMED BY COMMITTEE ON

CHAIR

LEGISLATIVE ASSISTANT

THE FOLLOWING ITEMS HAVE BEEN FORWARDED TO THE 2016 SEPTEMBER 12
COMBINED MEETING OF COUNCIL:

CONSENT:

EXTERNAL AUDITOR 2016 AUDIT SERVICE PLAN AND FEES REPORT, AC2016-0576

INTEGRATED RISK MANAGEMENT MODEL UPDATE, AC2016-0503

PARKS - URBAN FORESTRY AUDIT, AC2016-0590

HEDGING AUDIT (FOREIGN EXCHANGE AND FUEL), AC2016-0606

CITY AUDITOR'S OFFICE 2ND QUARTER 2016 REPORT, AC2016-0575

IN CAMERA:

CIVIC PARTNER AUDIT REPORT - IN CAMERA, AC2016-0527

EXTERNAL AUDITOR 2015 - 2016 PERFORMANCE ASSESSMENT, AC2016-0568

The next Regular Meeting of the Audit Committee has been scheduled to be held on
2016 September 22 at 9:30 AM.