



## **MINUTES**

### **AUDIT COMMITTEE**

**HELD 2015 SEPTEMBER 10 AT 9:30 AM  
IN THE ENGINEERING TRADITIONS COMMITTEE ROOM**

**PRESENT:**

Councillor R. Pootmans, Chair  
Councillor E. Woolley, Vice-Chair  
Councillor J. Magliocco  
Citizen Representative B. Day  
Citizen Representative B. Fitzsimmons  
Citizen Representative R. Ghosh

**ALSO PRESENT:**

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

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

### **RECOGNITION**

Councillor Pootmans, on behalf of Members of the Audit Committee, introduced Ms. Corrie Smillie as the Executive Assistant to the Audit Committee. He welcomed Ms. Smillie to her new role and expressed his confidence in her contribution to the Audit Committee over the next two years.

1. CONFIRMATION OF AGENDA

CONFIRM AGENDA, Moved by Councillor Magliocca, that the Agenda for the 2015 September 10 Regular Meeting of the Audit Committee be confirmed.

CARRIED

2. CONFIRMATION OF MINUTES

2.1 MINUTES OF THE REGULAR MEETING OF THE AUDIT COMMITTEE, 2015 JULY 16.

CONFIRM MINUTES, Moved by Councillor Woolley, that the Minutes of the Audit Committee held on 2015 July 16, be confirmed.

CARRIED

3. NEW BUSINESS

3.1 EXEMPT EMPLOYEE TIME REPORTING AUDIT, AC2015-0708

APPROVE, Moved by Councillor Woolley, that the City Auditor Recommendations contained in Report AC2015-0708 be approved, as follows:

1. That Audit Committee receive this report for information; and
2. That Audit Committee recommends that Council receive this report for information.

CARRIED

3.2 AUDIT COMMITTEE MONTHLY STATUS REPORT, AC2015-0706

APPROVE, Moved by Mr. Ghosh, that the Recommendation contained in Report AC2015-0706 be approved, as follows:

That Audit Committee receives this report for information.

CARRIED

### 3.3 CALGARY CONVENTION CENTRE AUTHORITY 2014 ANNUAL REPORT, AC2015-0709

#### SPEAKERS

1. Darren Demchuk, Audit & Finance Chair, Calgary Convention Centre Authority Board of Directors

#### DISTRIBUTION

At the request of Mr. Demchuk and with the concurrence of the Chair, the Legislative Assistant distributed copies of a Revised page 1 of Attachment 5, with respect to Report AC2015-0709.

#### CLERICAL CORRECTION

At the request of Mr. Demchuk, a clerical correction was noted to Attachment 6 of Report AC2015-0709, on page 7, Slide 13, by deleting the heading "Capital Expenditures for 2013", and by substituting with the heading "Capital Expenditures for 2014".

2. Maria Tobias-Antal, Controller, Calgary TELUS Convention Centre.

APPROVE, Moved by Mr. Day, that the Calgary Convention Centre Authority Recommendation contained in ~~Corrected~~ Report AC2015-0709 be approved, as follows:

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

#### CARRIED

#### 4. URGENT BUSINESS

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

IN CAMERA, Moved by Councillor Woolley, that in accordance with Section 197(2) of the *Municipal Government Act* and Sections 16(1), 19(1), 24(1) (a),(b),(c),(d) and (g) of the *Freedom of Information and Protection of Privacy Act*, the Audit Committee move in camera, at 10:26 a.m., in order to consider a several confidential matters.

#### CARRIED

The Audit Committee moved into public session at 10:54 a.m. with Councillor Pootmans in the Chair.

RISE AND REPORT, Moved by Mr. Ghosh that the Audit Committee rise and report.

CARRIED

5. IN CAMERA ITEMS

5.1 EXTERNAL AUDITOR 2014 PERFORMANCE ASSESSMENT, AC2015-0705

APPROVE, Moved by Councillor Woolley, that the Recommendations contained in Report AC2015-0705 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

5.2 AUDIT FORUM (VERBAL), AC2015-0680

APPROVE, Moved by Councillor Magliocca, that with respect to the Verbal Report AC2015-0680, the following be approved:

That the Audit Committee:

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

CARRIED

5.3 EXTERNAL AUDITOR REPORT (VERBAL), AC2015-0682

The External Auditor had nothing to report.

5.4 CITY AUDITOR REPORT (VERBAL), AC2015-0683

APPROVE, Moved by Mr. Fitzsimmons, that with respect to the Verbal Report AC2015-0683, the following be approved:

That the Audit Committee:

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

CARRIED

5.5 CHIEF FINANCIAL OFFICER REPORT (VERBAL), AC2015-0684

The Chief Financial Officer had nothing to report.

5.6 CHAIR OF AUDIT COMMITTEE REPORT (VERBAL), AC2015-0685

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 10:56 a.m.

CARRIED

CONFIRMED BY COMMITTEE ON

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
LEGISLATIVE ASSISTANT

THE FOLLOWING ITEMS HAVE BEEN FORWARDED TO THE 2015 SEPTEMBER 28  
REGULAR MEETING OF COUNCIL:

---

CONSENT:

EXEMPT EMPLOYEE TIME REPORTING AUDIT, AC2015-0708

CALGARY CONVENTION CENTRE AUTHORITY 2014 ANNUAL REPORT, AC2015-0709

IN CAMERA:

EXTERNAL AUDITOR 2014 PERFORMANCE ASSESSMENT, AC2015-0705

The next Regular Meeting of the Audit Committee has been scheduled to be held on 2015 October 15 at 9:30 AM.