



## MINUTES

### AUDIT COMMITTEE

**HELD 2017 JUNE 22 AT 9:30 AM  
IN THE COUNCIL CHAMBER**

**PRESENT:**

Councillor E. Woolley, Chair  
Councillor R. Pootmans, Vice-Chair  
Councillor S. Chu  
Councillor B. Pincott  
Citizen Representative, Ms. S. Crabtree  
Citizen Representative, Mr. M. Dalton  
Citizen Representative, Mr. S. Qureshi

**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 Pootmans, that the Agenda for today's Meeting be amended, as follows:

- Add an item of Urgent Business, In Camera, Item 6.1 entitled "Selection of External Auditor for 2018-2022, AC2017-0578"; and
- Bring forward and table Item 3.3, 2016 Calgary Economic Development Audit and Finance Committee Annual Report, AC2017-0389, to be dealt with following Item 3.8, Report AC2017-0538.

**CARRIED**

CONFIRM AGENDA, AS AMENDED, Moved by Councillor Pincott, that the Agenda for the 2017 June 22 Regular Meeting of the Audit Committee be confirmed, **as amended**, as follows:

**BRING FORWARD AND TABLE TO BE DEALT WITH FOLLOWING ITEM 3.8, REPORT AC2017-0538:**

3.3 2016 CALGARY ECONOMIC DEVELOPMENT AUDIT AND FINANCE COMMITTEE ANNUAL REPORT, AC2017-0389

**ADD URGENT BUSINESS, IN CAMERA:**

6.1 SELECTION OF EXTERNAL AUDITOR FOR 2018-2022, AC2017-0578

CARRIED

2. CONFIRMATION OF MINUTES

2.1 MINUTES OF THE REGULAR MEETING OF THE AUDIT COMMITTEE, 2017 APRIL 20

CONFIRM MINUTES, Moved by Councillor Pootmans, that the Minutes of the Regular Meeting of the Audit Committee held on 2017 April 20, be confirmed.

CARRIED

3. ITEMS FROM ADMINISTRATION AND COMMITTEES

3.1 CALGARY POLICE COMMISSION FINANCE AND AUDIT COMMITTEE ANNUAL REPORT, AC2017-0437

SPEAKERS

1. John Liu, Committee Chair, Calgary Police Commission Finance and Audit Committee
2. Blaine Hutchins, Finance Manager, Calgary Police Service
3. Cailen Henry, Risk Management Coordinator, Calgary Police Service
4. Lana Hohn-Martens, Audit Manager, Calgary Police Service
5. Brian Thiessen, Chair, Calgary Police Commission

APPROVE, Moved by Councillor Pootmans, that the Recommendation contained in Report AC2017-0437 be approved, as follows:

That the Audit Committee receives this report for information.

CARRIED

### 3.2 ENMAX AUDIT COMMITTEE 2016 ANNUAL REPORT, AC2017-0385

#### SPEAKERS

1. Helen Wesley, Executive Vice President and Chief Financial Officer, ENMAX
2. Charles Ruigrok, Chair, ENMAX Audit and Finance Committee

APPROVE, Moved by Councillor Pincott, that the Recommendations contained in Report AC2017-0385 be approved, as follows:

That the Audit Committee:

1. Receives this report for information; and
2. Directs that Attachments 1, 6, 7a, 7b, 7c and 8 remain confidential pursuant to Sections 24(1)(a), 25(b) and 25(c) of the *Freedom of Information and Protection of Privacy Act*.

#### CARRIED

### 3.3 CALGARY ECONOMIC DEVELOPMENT AUDIT AND FINANCE COMMITTEE ANNUAL REPORT, AC2017-0389

Note: This Item was dealt with following Item 3.8, Report AC2017-0538.

#### DISTRIBUTION

At the request of Mary Moran, and with the concurrence of the Chair, the Legislative Assistant distributed copies of a PowerPoint presentation entitled "Annual Report and Risk Management Report to the Audit Committee", dated 2017 June 22, with respect to Report AC2017-0389.

#### SPEAKERS

1. Steve Allan, Chair, Calgary Economic Development
2. Sheila Will, Chief Financial Officer, Calgary Economic Development
3. Mary Moran, Chief Executive Officer, Calgary Economic Development

APPROVE, Moved by Mr. Qureshi, that the Recommendation contained in Report AC2017-0389 be approved, as follows:

That the Audit Committee receives this report for information.

#### CARRIED

### 3.4 CALGARY PARKING AUTHORITY ANNUAL REPORT TO CITY AUDIT COMMITTEE, AC2017-0438

## SPEAKERS

1. Shelley Trigg, Acting General Manager, Calgary Parking Authority
2. Fred Clemens, Chair, Calgary Parking Authority
3. Eric Sawyer, on behalf of the Calgary Parking Authority Audit Committee

APPROVE, Moved by Councillor Chu, that the Recommendation contained in Report AC2017-0438 be approved, as follows:

That the Audit Committee receives this report for information.

## CARRIED

### 3.5 CODE OF CONDUCT ANNUAL REPORT, AC2017-0545

## DISTRIBUTION

At the request of Administration, and with the concurrence of the Chair, the Legislative Assistant distributed copies of a PowerPoint presentation entitled "AC2017-0545 Code of Conduct Annual Report", dated 2017 June 22, with respect to Report AC2017-0545.

APPROVE, Moved by Councillor Footmans, that the Administration Recommendations contained in Report AC2017-0545 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

3.6 CALGARY NEIGHBOURHOODS' SUPPORT OF COMMUNITY ASSOCIATIONS  
AUDIT, AC2017-0401

APPROVE, Moved by Ms. Crabtree, that the Recommendations contained in Report AC2017-0401 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

3.7 HUMAN RESOURCES - SUCCESSION PLANNING AUDIT, AC2017-0487

APPROVE, Moved by Mr. Dalton, that the Recommendations contained in Report AC2017-0487 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

3.8 EXTERNAL ASSESSMENT - CITY AUDITOR'S OFFICE, AC2017-0538

APPROVE, Moved by Councillor Pootmans, that the Recommendations contained in Report AC2017-0538 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

3.9 EXTERNAL AUDITOR'S INDEPENDENCE LETTER FOR THE 2016 AUDIT,  
AC2017-0439

APPROVE, Moved by Councillor Chu, that the Recommendations contained in Report AC2017-0439 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

3.10 EXTERNAL AUDITOR 2016 MANAGEMENT LETTER, AC2017-0440

APPROVE, Moved by Mr. Qureshi, that the Recommendations contained in Report AC2017-0440 be approved, as follows:

That the Audit Committee:

1. Requests the External Auditor to provide their annual report regarding the implementation status of the recommendations contained in the 2016 Management Letter at the 2018 January Audit Committee meeting;
2. Recommends that Council receives this report for information; and
3. Directs that Attachment 2 and the In Camera discussions remain confidential pursuant to Sections 25(1)(b) and (c) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

4. URGENT BUSINESS

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

IN CAMERA, Moved by Mr. Dalton, that in accordance with Section 197 of the *Municipal Government Act* and Sections 16(1), 24(1)(a), 24(1)(b), 24(1)(c) and 24(1)(d) of the *Freedom of Information and Protection of Privacy Act*, the Audit Committee move In camera, at 11:47 a.m., in order to consider several confidential matters.

CARRIED

The Audit Committee moved into public session at 12:10 p.m. with Councillor Woolley in the Chair.

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

CARRIED

5. IN CAMERA ITEMS

5.1 AUDIT FORUM (VERBAL REPORT), AC2017-0441

APPROVE, Moved by Ms. Crabtree, that with respect to Verbal Report AC2017-0441, the following be approved:

That the Audit Committee:

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

CARRIED

5.2 CITY AUDITOR (VERBAL REPORT), AC2017-0442

APPROVE, Moved by Mr. Qureshi, that with respect to Verbal Report AC2017-442, the following be approved:

That the Audit Committee:

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

CARRIED

### 5.3 EXTERNAL AUDITOR (VERBAL REPORT), AC2017-0443

APPROVE, Moved by Councillor Pincott, that with respect to Verbal Report AC2017-0443, the following be approved:

That the Audit Committee:

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

CARRIED

## 6. URGENT BUSINESS IN CAMERA

### 6.1 SELECTION OF EXTERNAL AUDITOR FOR 2018-2022, AC2017-0578

APPROVE, Moved by Councillor Poitmans, that with respect to Report AC2017-0578, the following be approved:

That the Audit Committee recommends that Council:

1. Approve the recommendations of the Sub-Committee on External Auditor Selection contained in Report AC2017-0578; and
2. Direct that this Report and the In Camera discussions remain confidential pursuant to Sections 16(1) and 24(1)(a), 24(1)(c) and 24(1)(d) of the *Freedom of Information and Protection of Privacy Act*.
3. And further, that this Report be forwarded to the 2017 June 26 Regular Meeting of Council as an item of Urgent Business, In Camera, and be distributed during the In Camera session.

CARRIED

## 7. ADJOURNMENT

ADJOURN, Moved by Councillor Chu, that this meeting adjourn at 12:14 p.m.

CARRIED



CONFIRMED BY COMMITTEE ON

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CHAIR

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LEGISLATIVE ASSISTANT

THE FOLLOWING ITEM HAS BEEN FORWARDED TO THE 2017 JUNE 26 REGULAR MEETING OF COUNCIL AS AN ITEM OF URGENT BUSINESS, IN CAMERA:

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SELECTION OF EXTERNAL AUDITOR FOR 2018-2022, AC2017-0578

THE FOLLOWING ITEMS HAVE BEEN FORWARDED TO THE 2017 JULY 24 REGULAR MEETING OF COUNCIL:

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CONSENT:

CODE OF CONDUCT ANNUAL REPORT, AC2017-0545

CALGARY NEIGHBOURHOODS' SUPPORT OF COMMUNITY ASSOCIATIONS AUDIT, AC2017-0401

HUMAN RESOURCES - SUCCESSION PLANNING AUDIT, AC2017-0487

EXTERNAL ASSESSMENT - CITY AUDITOR'S OFFICE, AC2017-0538

EXTERNAL AUDITOR'S INDEPENDENCE LETTER FOR THE 2016 AUDIT, AC2017-0439

EXTERNAL AUDITOR 2016 MANAGEMENT LETTER, AC2017-0440

The next Regular Meeting of the Audit Committee has been scheduled to be held on 2017 July 27 at 9:30 AM.