



Audit & Finance Committee

Thursday, January 11, 2018
9:00 a.m. – 11:00 a.m.
Capital Region Boardroom, EMRB Office
1100 Bell Tower, 10104 103 Avenue, Edmonton

Members:

Tanni Doblanko, *Leduc County (Chair)*
Ray Ralph, *Town of Devon*
John Stewart, *Town of Beaumont*
Michael Walters, *City of Edmonton*

Regrets:

Wes Brodhead, *City of St. Albert (Vice Chair)*

CRB Staff & Consultants:

Malcolm Bruce, *CEO (Acting Chair)*
Neal Sarnecki, *Project Manager*
Sharon Shuya, *Project Manager*
Loreen Lennon, *Communications Manager*
Leslie Chivers, *Operations Manager*
Charlene Chauvette, *Office Manager*
Taylor Varro, *Municipal Planning Intern*
Amanda Borman, *Executive Assistant*

Ex-Officio:

Jodi Abbott, Board Chair

Guests:

Lindsey Butterfield, *City of Edmonton*
Trevor Duley, *City of St. Albert*
Jordan Evans, *Leduc County*
Larissa Hepp, *Sturgeon County*
Marnie Lee, *Strathcona County*
Avril McCalla, *City of Edmonton*
Mike Schwartz, *Town of Beaumont*
Julie Vizbar, *Leduc County*

1. Opening

1.1 Quorum

Quorum achieved.

1.2 Call to Order

Acting Chair Bruce called the meeting to order at 9:02 a.m.

1.3 CEO Opening Remarks

Acting Chair Bruce advised members that there are two handouts and one update to Item 3.4 for the meeting.

2. Approval of Agenda

AFC2018-01

Motion: That the agenda of January 11, 2018 be approved as amended to include the update to Item 3.4.

Moved by: Mayor Ray Ralph, *Town of Devon*

Decision: Carried unanimously

3. Governance

3.1 Selection of Chair

AFC2018-02

Motion: That the Audit & Finance Committee appoint Mayor Tanni Doblanko to the Chair position and recommend that the Edmonton Metropolitan Region Board endorse and reaffirm that appointment.

Moved by: Councillor Michael Walters, *City of Edmonton*

Decision: Carried unanimously

AFC2018-03

Motion: That the Audit & Finance Committee direct Administration to destroy the ballots.

Moved by: Councillor Michael Walters, *City of Edmonton*

Decision: Carried unanimously

3.2 Selection of Vice Chair

AFC2018-04

Motion: That the Audit & Finance Committee appoint Councillor Wes Brodhead to the position of Vice Chair.

Moved by: Councillor Michael Walters, *City of Edmonton*

Decision: Carried unanimously

3.3 Audit & Finance Committee Terms of Reference

Comment: The Terms of Reference were revised by the Audit & Finance Committee (page 2, paragraph 3, changed "appointed" to "confirmed")

AFC2018-05

Motion: That the Audit & Finance Committee endorse and recommend the revised Audit & Finance Committee Terms of Reference to the Edmonton Metropolitan Region Board for approval.

Moved by: Mayor Ray Ralph, *Town of Devon*

Decision: Carried unanimously

3.4 Appointment of Auditors

Comment: There were only 2 responses to the RFP. King & Company is a smaller local company but has the depth to fulfill the RFP. They would also represent a change after six years with our previous accountant.

AFC2018-06

Motion: That the Audit & Finance Committee endorse and recommend the appointment of King & Company, Chartered Accountants to the Edmonton Metropolitan Region Board for approval.

Moved by: Councillor Michael Walters, *City of Edmonton*

Decision: Carried unanimously

4. Finance

4.1 2018/19 Initial Budget and Workplan

Comment: The CEO informed the committee that a grant analysis is being conducted. Administration will confirm and develop scenarios for the Audit & Finance committee to review for an ultimate recommendation to the Board.

AFC2018-07

Motion: That the Audit & Finance Committee endorse and recommend the 2018/19 Initial Budget and Workplan to the Edmonton Metropolitan Region Board for approval.

Moved by: Mayor John Stewart, *Town of Beaumont*

Decision: Carried unanimously

4.2 2018-22 Business Plan

CEO Bruce reviewed the first draft of the 2018-22 Business Plan with the members of the Audit & Finance Committee.

5. CEO Update

No further updates from CEO Bruce.

6. Next Meeting

- Thursday, March 8, 2018 at 1:00 – 3:00 p.m., Capital Region Boardroom, EMRB Office

7. In Camera

Chair Abbott reviewed the conditions for going in camera with members of the Audit & Finance Committee. The Audit & Finance Committee members were in support of the addition of in camera sessions and this item is to be brought in front of the Board for consideration.

8. Adjournment

The Chair declared the meeting adjourned at 10:24 a.m.

Committee Chair, Tanni Doblanko