



MINUTES

AUDIT SUB-COMMITTEE ON EXTERNAL AUDITOR SELECTION

HELD 2013 FEBRUARY 14 AT 9:09 AM

IN THE GERALD J. MAIER MEETING ROOM

PRESENT:

Alderman R. Pootmans, Chair
Citizen Representative B. Day, Vice-Chair
Alderman B. Pincott
Citizen Representative R. Walters

ALSO PRESENT:

Alderman G. Lowe
Senior Research Officer, L. Hall
Deputy City Auditor, L. Ormsby
Legislative Assistant, J. Dubetz

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

1. CONFIRMATION OF AGENDA

CONFIRM AGENDA, Moved by Alderman Pincott, that the Agenda for the 2013 February 14 Meeting of the Audit Sub-Committee on External Auditor Selection be confirmed.

CARRIED

2. CONFIRMATION OF MINUTES

2.1 MINUTES OF THE REGULAR MEETING OF THE AUDIT SUB-COMMITTEE ON EXTERNAL AUDITOR SELECTION, 2012 DECEMBER 19

CONFIRM MINUTES, Moved by Mr. Day, that the Minutes of the 2012 December 19 Regular Meeting of the Audit Sub-Committee on External Auditor Selection be confirmed.

CARRIED

IN CAMERA, Moved by Alderman Pincott, that, in accordance with Section 197 of the *Municipal Government Act*, and Section 24 (1) (a), (c) and (d) of the *Freedom of Information and Protection of Privacy Act*, the Audit Sub-Committee on External Auditor Selection now move In Camera at 9:11 a.m., in order to consider several confidential matters.

CARRIED

The Audit Sub-Committee on External Auditor Selection moved into public session at 9:42 a.m. with Alderman Pootmans in the Chair.

RISE AND REPORT, Moved by Mr. Day, that the Audit Sub-Committee on External Auditor Selection rise and report.

CARRIED

3. IN CAMERA ITEMS

3.1 EXTERNAL AUDITOR RFP FOR 2013-2017 (VERBAL), VR2013-0011

DISTRIBUTIONS

At the request of Administration and with the concurrence of the Chair, the Legislative Assistant distributed copies of the following documents with respect to Report VR2013-0011, and the distributions are to remain confidential under Section 24 (1) (a), (c) and (d) of the *Freedom of Information and Protection of Privacy Act*:

- "Request for Proposal (RFP) External Audit Services for The City of Calgary and Consolidated Entities" Template; and
- "Time Table For Selection of External Auditor for 2013-2017".

APPROVE, Moved by Mr. Day, that with respect to the Verbal Report, External Auditor RFP for 2013-2017, VR2013-0011, the Audit Sub-Committee on External Auditor Selection:

1. Receive the Verbal Update, External Auditor RFP for 2013-2017, VR2013-0011 for information;
2. Direct the Administration to proceed as per verbal directions received at today's meeting; and

3. Keep the Verbal Update, in camera discussions, verbal direction, and distributions confidential pursuant to Section 24 (1) (a), (c) and (d) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

4. ADJOURNMENT

ADJOURN, Moved by Mr. Day, that this meeting adjourn at 9:44 a.m.

CARRIED

CONFIRMED BY COMMITTEE ON

CHAIR

LEGISLATIVE ASSISTANT

The next Regular Meeting of the Audit Sub-Committee on External Auditor Selection will be scheduled at the Call of the Chair.