



REPORT TO COUNCIL

AUDITOR GENERAL RECRUITMENT COMMITTEE

DECEMBER 4, 2020

A meeting of the Auditor General Recruitment Committee was held on Friday, December 4, 2020 at 1:02 pm, in the Council Chamber, Third Floor, City Hall. This Council meeting was convened by electronic means as authorized under Part 14 of the *Procedure By-law* and *Vancouver Charter* and the Minister of Public Safety and Solicitor General of the Province of British Columbia – *Emergency Program Act*, updated Ministerial Order No. M192.

PRESENT: Councillor Rebecca Bligh
Councillor Adriane Carr
Councillor Lisa Dominato
Councillor Colleen Hardwick
Councillor Sarah Kirby-Yung

CITY CLERK'S OFFICE: Rosemary Hagiwara, Acting City Clerk
Tina Penney, Deputy City Clerk
Rowena Choi, Meeting Coordinator

WELCOME

The Deputy City Clerk called the meeting to order.

1. Selection of Chair and Vice-Chair

MOVED by Councillor Carr
THAT the Committee recommend to Council

THAT the following be appointed Chair and Vice-Chair of the Auditor General Recruitment Committee, for the term December 4, 2020, to March 12, 2021:

- Councillor Hardwick (Chair)
- Councillor Bligh (Vice-Chair)

carried

AMENDMENT MOVED by Councillor Carr

THAT the words "the following be appointed Chair and Vice-Chair" be struck and replaced with the phrase, "recommend that Council make the following appointments".

LOST (Vote No. 06731)
(Councillors Dominato, Hardwick and Kirby-Yung opposed)

The amendment having failed, the original motion was clarified by Legal staff and the Acting City Clerk regarding the process of the appointment of Chair and Vice-Chair.

Following the receipt of additional information, Councillors Hardwick and Bligh accepted the appointment of Chair and Vice-Chair, respectively. Subsequently, the motion was put and CARRIED (Vote No. 06732) with Councillor Kirby-Yung opposed.

FINAL MOTION AS APPROVED

THAT the following be appointed Auditor General Recruitment Committee Chair and Vice-Chair, for the term December 4, 2020, to March 12, 2021:

- Councillor Hardwick (Chair)
- Councillor Bligh (Vice-Chair)

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At this point in the meeting, Councillor Hardwick assumed the role of Chair.

The Chair acknowledged we are on the unceded territories of the Musqueam, Squamish, and Tsleil-Waututh Nations and we thank them for having cared for this land and look forward to working with them in partnership as we continue to build this great city together.

The Chair also recognized the immense contributions of the City of Vancouver's staff who work hard every day to help make our city an incredible place to live, work, and play.

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2. COMMS: Approval of Auditor General Recruitment Committee Meeting Dates

MOVED by Councillor Dominato
THAT the Committee recommend to Council

THAT the Auditor General Recruitment Committee meetings be held on the following dates, on Fridays, commencing at 1 pm:

- January 8, 2021;
- January 29, 2021;
- February 19, 2021; and
- March 12, 2021.

CARRIED UNANIMOUSLY (Vote No. 06734) (*reconsidered*)

3. Approval of Terms of Reference for External Representatives on the Auditor General Recruitment Committee November 25, 2020

Kelly Oehlschlager, Assistant Director – Corporate, Legal Department, along with Alexander Ralph, Director, Supply Chain Management and Chief Procurement Officer, responded to questions.

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At 1:49 pm, during questions to staff, Councillor Hardwick relinquished the Chair to Vice-Chair Bligh, in order to participate in discussion, and resumed as Chair when completed.

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MOVED by Councillor Carr
THAT the Committee recommend to Council

- A. THAT the Auditor General Recruitment Committee approve the Terms of Reference/Code of Conduct for external liaison advisory members to the Committee substantially in the form attached as Appendix “A” to the Report dated November 25, 2020, entitled “Approval of Terms of Reference for External Representatives on the Auditor General Recruitment Committee”.
- B. THAT the Auditor General Recruitment Committee instruct the Chief Procurement Officer to prepare a Request for Proposals (“RFP”) prior to end of Q1 2021 designed to seek proposals from qualified recruitment firms to assist with the recruitment of the Auditor General.
- C. THAT, the Chief Procurement Officer provide the Request for Proposals (“RFP”) to the Auditor General Recruitment Committee and City Solicitor for review and comment prior to the end of Q1 2021, and to, upon approval of the RFP by the Committee, to issue and publicly post the RFP and, following the closing date for the RFP and the receipt of proposals, to submit all compliant proposals to the Committee for evaluation.
- D. THAT, upon the Chief Procurement Officer being advised of the successful proponent by the Auditor General Recruitment Committee, to award the Recruiting Services Contract (the “contract”) for Auditor General recruiting services to such proponent and notify the Committee when such contract has been awarded and executed.
- E. THAT, the Chair of the Auditor General Recruitment Committee and City Solicitor be authorized to execute and deliver the Recruiting Services Contract on behalf of the City.
- F. THAT, no legal rights or obligations will be created or arise as a result of the Auditor General Recruitment Committee’s approval of the Request for

Proposals unless and until a Recruiting Services Contract is executed and delivered by the City and successful proponent.

amended

AMENDMENT MOVED by Councillor Dominato

THAT clauses B, C and D be struck and that the following be the new clause B:

THAT the Committee direct the Chief Procurement Officer to provide the Committee with the pre-qualified suppliers list of executive search firms by Friday, December 11, 2020, enabling the committee to select an executive search firm from this list;

FURTHER THAT upon the Chief Procurement Officer being advised of the preferred executive search firm selected from the pre-qualified list, to award the contract ("Recruiting Services Contract") for Auditor General recruiting services to such proponent and notify the Committee when such contract has been awarded and executed.

amended

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At 2:09 pm, following the proposed amendment, Councillor Hardwick relinquished the Chair to Vice-Chair Bligh, in order to participate in discussion, and resumed as Chair when completed.

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AMENDMENT TO THE AMENDMENT MOVED by Councillor Carr

THAT following phrase be added at the end of the first clause of clause B, "the selection of which would take place after the appointment of the external representatives to the Committee".

CARRIED UNANIMOUSLY (Vote No. 06733)

The amendment to the amendment having carried, the amendment as amended was put and CARRIED UNANIMOUSLY (Vote No. 06735). Subsequently, the motion as amended was put and CARRIED UNANIMOUSLY (Vote No. 06736).

FINAL MOTION AS APPROVED

- A. THAT the Auditor General Recruitment Committee approve the Terms of Reference/Code of Conduct for external liaison advisory members to the Committee substantially in the form attached as Appendix "A" to the Report dated November 25, 2020, entitled "Approval of Terms of Reference for External Representatives on the Auditor General Recruitment Committee".

- B. THAT the Auditor General Recruitment Committee direct the Chief Procurement Officer to provide the Committee with the pre-qualified suppliers list of executive search firms by Friday, December 11, 2020, enabling the Committee to select an executive search firm from this list, the selection of which would take place after the appointment of the external representatives to the Committee;

FURTHER THAT upon the Chief Procurement Officer being advised of the preferred executive search firm selected from the pre-qualified list, to award the Recruiting Services Contract, (the "Contract") for Auditor General recruiting services to such proponent and notify the Committee when such contract has been awarded and executed.

- C. THAT, the Chair of the Auditor General Recruitment Committee and City Solicitor be authorized to execute and deliver the Recruiting Services Contract on behalf of the City.
- D. THAT, no legal rights or obligations will be created or arise as a result of the Committee's approval of the Request for Proposals unless and until a Recruiting Services Contract is executed and delivered by the City and successful proponent.

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Following the conclusion of Item 3, it was

RECONSIDERATION MOVED by Councillor Dominato

THAT the Committee reconsider its vote on the final motion on Item 2 - COMMS: Approval of Auditor General Recruitment Committee Meeting Dates, Vote No. 06734.

CARRIED UNANIMOUSLY (Vote No. 06738)

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MOVED by Councillor Bligh

THAT the Committee recommend to Council

THAT the Auditor General Recruitment Committee meetings be held on the following dates, on Fridays, commencing at 1 pm:

- January 8, 2021;
- January 29, 2021;
- February 19, 2021; and
- March 12, 2021;

FURTHER THAT the Committee add an additional meeting during the week of December 14, 2020.

CARRIED UNANIMOUSLY (Vote No. 06739)

ADJOURNMENT

MOVED by Councillor Carr

THAT the meeting be adjourned.

CARRIED UNANIMOUSLY

The Committee adjourned at 2:27 pm.

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