

## Resignations and Appointments to Various Boards, Commissions and Committees

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### EXECUTIVE SUMMARY

Vacancies currently exist on five Boards, Commissions and Committees: Advisory Committee on Accessibility; Assessment Review Board; BiodiverCity Advisory Committee; Subdivision and Development Appeal Board; and Urban Design Review Panel. This report presents new Public Members and City Administration nomination to fill these positions.

#### ADMINISTRATION RECOMMENDATIONS:

That Council:

1. Accept the resignation of the members listed in Attachment 1 and thank them for their service;
2. Appoint a Citizen-at-Large to the Advisory Committee on Accessibility for a two-year term expiring at the 2020 Organizational Meeting of Council;
3. Appoint a member of City Administration to the BiodiverCity Advisory Committee for completion of a two-year term expiring at the 2019 Organizational Meeting of Council;
4. Appoint a member to the Subdivision and Development Appeal Board for completion of a one-year term expiring on 2019 December 31;
5. Appoint a representative of the Alberta Association of Architects to the Urban Design Review Panel for completion of a two-year term expiring at the 2019 Organizational Meeting of Council;
6. Direct that the report and Attachment 1 be released as public documents after Council rises and reports on the matter; and
7. Direct that Attachments 2, 3, 4, and 5 remain confidential indefinitely pursuant to Sections 17 (personal information) and 19 (confidential evaluations) of the *Freedom of Information and Protection of Privacy Act*.

### PREVIOUS COUNCIL DIRECTION / POLICY

At the 2018 October 22 Organizational Meeting, Council appointed Public Members and City Administration members to the Boards, Commissions and Committees where vacancies existed.

### BACKGROUND

Council policy on *Governance and Appointments of Boards, Commissions and Committees* (CP2016-03)

#### Section 1.2:

*The appointment of Public Members to serve on BCCs is important to The City in order to:*

- a) *Bring specific skills and expertise that contribute to good governance;*
- b) *Represent stakeholder groups;*
- c) *Represent specific groups of service users; and*

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*d) Provide a variety of perspectives, reflecting the diversity of the community.*

Section 5.18.3:

*Upon notification of a vacancy, the City Clerk's Office shall contact the Reserve List applicants to determine if the applicants are still interested and available to serve as a Public Member. The resulting Reserve List will be submitted to Council and may be used to fill the vacancy.*

**INVESTIGATION: ALTERNATIVES AND ANALYSIS**

Administration received notices of resignations from Public Members and members of City Administration serving on Boards, Commissions and Committees. Additionally, a position on the Advisory Committee on Accessibility was left vacant at the 2018 October 22 Organizational Meeting of Council.

Advisory Committee on Accessibility

A Citizen-at-Large position was left vacant after the Organizational Meeting of Council due to two resignations and a change to one of the composition roles. Administration contacted the individuals placed on the Reserve List who meet the Citizen-at-Large criteria to inquire as to their continued desire to serve on the Advisory Committee on Accessibility. Only those who expressed their continued interest are included in Attachment 1.

Assessment Review Board

A member of the Assessment Review Board resigned from her position, effective 2018 December 31. The Chair of the Assessment Review Board confirmed there is no need to fill the vacancy at this time and there is no quorum issue. Accordingly, no actions have been taken to fill the position.

BiodiverCity Advisory Committee

A member representing City Administration on the BiodiverCity Advisory Committee resigned after the Organizational Meeting. The administration resource for the committee expressed a desire to have this position filled by a representative of the Planning and Development Department to address their business need. In consequence, Administration contacted the Planning and Development Department to seek nominations. The nomination is included in Attachment 2.

Subdivision and Development Appeal Board

A member resigned from the Subdivision and Development Appeal Board after the Organizational Meeting. Administration contacted the individuals placed on the Reserve List to inquire as to their continued interest to serve on the Subdivision and Development Appeal Board. Only those who confirmed their continued interest are included in Attachment 3.

Urban Design Review Panel

A representative of the Alberta Association of Architects resigned from the Urban Design Review Panel after the Organizational Meeting. Administration contacted the Alberta Association of Architects to seek nominations. The nominations are included in Attachment 4.

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### Stakeholder Engagement, Research and Communication

Administration referred to the Terms of Reference and Bylaws for the Boards, Commissions and Committees with vacancies to review the eligibility requirements and qualifications needed to fill those vacancies. Administration also consulted the respective administrative resources to identify specific requirements.

### Strategic Alignment

This report aligns with Council's priority of a Well-Run City: "Calgary has a modern and efficient municipal government that is focused on resilience and continuous improvement to make life better every day for Calgarians by learning from citizens, partners, and others" (One Calgary 2019-2022).

### Social, Environmental, Economic (External)

No social, environmental, or external economic implications have been identified.

### Financial Capacity

#### *Current and Future Operating Budget:*

None.

#### *Current and Future Capital Budget:*

None.

### Risk Assessment

There are no risks associated with the recommendations of this report.

### REASON FOR RECOMMENDATIONS:

Appointments by Council of Public Members and City Administration member are required to align with the composition and quorum requirements defined in the Terms of Reference or Bylaw for the Boards, Commissions and Committees referred to in this report.

### ATTACHMENTS

1. Resigning Members (CONFIDENTIAL)
2. Advisory Committee on Accessibility (CONFIDENTIAL)
3. BiodiverCity Advisory Committee (CONFIDENTIAL)
4. Subdivision and Development Appeal Board (CONFIDENTIAL)
5. Urban Design Review Panel (CONFIDENTIAL)