

City Clerk's Office Report to
Nominations Committee
2016 December 14

CITY OF CALGARY
RECEIVED
IN COUNCIL CHAMBER

DEC 19 2016

ITEM: 11.3

ISC: CONFIDENTIAL
N2016-0956
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ADVISORY COMMITTEE ON ACCESSIBILITY, RESIGNATION AND APPOINTMENT

EXECUTIVE SUMMARY

The City Clerk's Office received notification that Jeff Dyer resigned from his position on the Advisory Committee on Accessibility.

CITY CLERK'S RECOMMENDATION(S)

That the Nominations Committee recommend that Council:

1. Accept the resignation of Jeff Dyer as a Citizen-at-large on the Advisory Committee on Accessibility, and that he be thanked for his service;
2. Appoint a Citizen-at-large with an interest in access issues for completion of a term set to expire at the 2017 Organizational Meeting of Council;
3. Direct that Report N2016-0956 remain confidential pursuant to Sections 17(1) and 19 of the *Freedom of Information and Protection of Privacy Act* until Council rises and reports on the matter;
4. Direct that Attachments 2 and 3 remain confidential pursuant to Sections 17(1) and 19 of the *Freedom of Information and Protection of Privacy Act*; and
5. Receive Report N2016-0956 as an item of Urgent Business at the 2016 December 19 Regular Meeting of Council.

RECOMMENDATION OF THE NOMINATIONS COMMITTEE, DATED 2016 DECEMBER 14:

1. That Council accept the resignation of Jeff Dyer as a Citizen-at-large on the Advisory Committee on Accessibility, and that he be thanked for his service;
2. That the Nominations Committee direct the City Clerk to consult with the applicants identified by the Nominations Committee and return to the 2016 December 19 Regular Meeting of Council with the results;
3. That Council adopt the appointments of the applicants, as per the direction from City Clerk's results;
4. That Report N2016-0956 remain confidential pursuant to Sections 17(1) and 19 of the *Freedom of Information and Protection of Privacy Act* until Council rises and reports on the matter; and
5. That Attachments 2 and 3 remain confidential pursuant to Sections 17(1) and 19 of the *Freedom of Information and Protection of Privacy Act*.

ADVISORY COMMITTEE ON ACCESSIBILITY – RESIGNATION AND APPOINTMENT

PREVIOUS COUNCIL DIRECTION / POLICY

At the 2015 October 19 Organizational Meeting of Council, Council appointed Jeff Dyer as a Citizen-at-large interested in access issues to serve on the Advisory Committee on Accessibility for a two-year term set to expire at the 2017 Organizational Meeting of Council.

At the 2014 October 20 Organizational Meeting of Council, Council appointed Jeff Dyer as a Citizen-at-large interested in access issues to serve on the Advisory Committee on Accessibility for completion of a term set to expire at the 2015 Organizational Meeting of Council.

BACKGROUND

The mandate of the Advisory Committee on Accessibility is to make recommendations to City Council on policy and systems issues impacting people with disabilities. The Advisory Committee on Accessibility is further mandated to be a resource to Council and City Administration in addressing physical, transportation, communication, social and economic accessibility issues to provide a high level of accessibility for people with physical, sensory and cognitive disabilities.

The full composition of the Advisory Committee on Accessibility is 13 members, appointed by a resolution of Council. In accordance with the Advisory Committee on Accessibility's Terms of Reference, each member is appointed for a two (2) year term. The current member composition is detailed in Attachment 1.

INVESTIGATION: ALTERNATIVES AND ANALYSIS

On 2016 December 5, the City Clerk's Office received Jeff Dyer's resignation. The resignation is provided in Attachment 2.

The Council policy on *Governance and Appointments of Boards, Commissions and Committees* (CP2016-03) ("Council policy") provides the following:

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 the Nominations Committee and may be used to fill the vacancy.

5.18.5 The Nominations Committee shall determine if the vacancy is to be filled for the balance of the term. If a vacancy is to be filled, it shall be filled within 60 days from the date the Nominations Committee is notified that the vacancy has occurred.

5.18.6 The Nominations Committee may nominate Reserve List applicants to Council for appointment or determine that a new recruitment and advertisement campaign be conducted to fill the vacancy. The Nominations Committee will recommend to Council which applicants to appoint.

ADVISORY COMMITTEE ON ACCESSIBILITY – RESIGNATION AND APPOINTMENT

5.18.7 The Nominations Committee may conduct interviews and/or consult with a BCC Chair when considering a mid-term vacancy.

In order to fill the vacancy established by the resignation, Council may wish to appoint a new Citizen-at-large with an interest in access issues. For the Nominations Committee's consideration, this report brings forward the Advisory Committee on Accessibility reserve list, as well as applications from remaining eligible applicants who did not receive an appointment at the 2016 Organizational Meeting of Council and are not currently serving on a BCC (Attachment 3).

Stakeholder Engagement, Research and Communication

In accordance with Council policy, the City Clerk's Office contacted the reserve list to confirm continued interest and ability to serve on the Advisory Committee on Accessibility.

Strategic Alignment

This report aligns with Council's priority of a well-run city: "Calgary's government is open, responsive, accountable and transparent, delivering excellent services at a fair price. We work with our government partners to ensure we have the tools we need" (*Action Plan 2015-2018*). Further, this report aligns with strategy W5: "Regularly collaborate and engage citizens to encourage participation in City decision-making, and better communicate the reasons for the decisions".

Social, Environmental, Economic (External)

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

Financial Capacity

Current and Future Operating Budget:

There are no current and future operating budget impacts.

Current and Future Capital Budget:

There are no current and future capital budget impacts.

Risk Assessment

Section 5.14.9 of the Council policy provides that the "Nominations Committee may determine that recruitment has not resulted in sufficient or suitable applicants and request additional advertising and recruitment". Should this situation arise, the City Clerk's Office will be required to develop and launch a subsequent advertisement and recruitment campaign. A subsequent advertisement and recruitment campaign would require additional funding and would defer appointments to a later date.

The Advisory Committee on Accessibility is scheduled to meet on 2017 January 19. An appointment at the 2016 December 19 Regular Meeting of Council would facilitate the orientation of a new member prior to attending the 2017 January 19 meeting of the Advisory Committee on Accessibility.

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REASON(S) FOR RECOMMENDATION(S):

Jeff Dyer, Citizen-at-large with an interest in access issues serving on the Advisory Committee on Accessibility, resigned from his position creating a vacancy.

ATTACHMENT(S)

1. Advisory Committee on Accessibility Composition
2. Resignation e-mail from Jeff Dyer
3. Reserve list, eligibility requirements, and applications

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