



Foothills Athletic Park Redevelopment Assessment Committee Terms of Reference

1. Authority

The Foothills Athletic Park Redevelopment Assessment Committee (FAPRAC) was established by Council on 2019 January 28 (C2019-0135 Motion Arising).

2. Mandate

To assess the redevelopment potential of the lands located at Foothills Athletic Park and McMahon Stadium and report back to Council. FAPRAC will also pursue:

- new and various options for a funding framework and partnership opportunities, to recommend potential locations of a multi-sport Fieldhouse.
- the viability and longevity of McMahon Stadium in meeting the needs of the community and long-term recreational goals of The City of Calgary.

3. Advisory Responsibilities

FAPRAC specific responsibilities include:

- Creating a community vision and plan for the long term redevelopment of the Foothills Athletic Park and McMahon Stadium that connects and leverages existing and future infrastructure.
- Reviewing existing policy documents, infrastructure impacts and ownership/lease arrangements;
- Conducting an analysis to identify strengths, weaknesses, opportunities and threats that exist with the site and project;
- Identifying, engaging and working with key internal and external stakeholders;
- Pursuing new and various financial options for developing a funding framework with potential funding partnerships;

4. Reports To

FAPRAC reports directly to Council twice a year with status update reports.

5. Composition

FAPRAC consists of four voting members as follows:

- Three Councillors;
- City Manager or designate, City of Calgary. Director of Recreation, City of Calgary.

In addition, the committee will include the following non-voting members;

- Board Chair, or designate, McMahon Stadium Society;
- Board Chair, or designate, University of Calgary;
- Board Chair, or designate, Sport Calgary; and
- **Board Chair, or designate, Tourism Calgary.**

6. Working Group

FAPRAC may establish working groups to undertake specific time-limited tasks as required. Membership of the working group may include members of FAPRAC or other appointees as FAPRAC deems necessary. The Chair will serve in that position for any working groups formed.

7. Meeting Support

The City Clerk's Office will provide legislative support services to FAPRAC in accordance with Council Policy CP2016-03 titled "Governance and Appointments of Boards, Commissions and Committees" and Procedure Bylaw 35M2017 as amended.

City Manager or designate will act as a resource to the FAPRAC Working Group. Administration will be responsible for drafting reports and recommendations to FAPRAC on behalf of Working group.

8. Term

Initial appointment and term of Councillors to FAPRAC is made by Council resolution. Starting at the 2020 Organizational Meeting, Councillors are appointed to FAPRAC for one-year terms expiring annually at the Organizational Meeting.

9. Quorum

Quorum is established as greater than 50% of voting members, that is, three (3) voting members.

10. Chair and Vice-Chair

The Chair of FAPRAC is appointed by Council resolution for the initial term of FAPRAC. For subsequent terms, the Chair is elected by the voting Committee members annually at their first meeting after the Organizational Meeting.

The Vice-Chair shall be elected by the voting Committee members at its first meeting and annually starting 2020 at their first meeting after the Organizational Meeting.

11. Meetings

The initial meeting of FAPRAC will be called through Council resolution. Subsequent meetings of FAPRAC will be at the call of the chair. Notice of meetings must comply with the *Municipal Government Act, Section 195 and 196(2)*.

Meetings will occur in the Municipal Complex.

Meetings are open to the public. However, FAPRAC, by majority vote, will decide when it is appropriate to meet in a Closed Meeting and shall give reasons for doing so in accordance with the *Freedom of Information and Protection of Privacy Act*. The confidentiality of Closed Meetings will comply with the applicable provisions of the *Municipal Government Act* and the *Freedom of Information and Protection of Privacy Act*.

12. Procedures

1. FAPRAC shall act in accordance with Council Policy CP2016-03 titled "Governance and Appointments of Boards, Commissions and Committees Policy".
2. The Chair and Vice-Chair, in consultation with the City Manager or designate, will establish the meeting agenda. FAPRAC must consider items referred to it by Council and may consider items referred to it by a Member of Council.
3. FAPRAC will ensure that there is purposeful dialogue between The City, established entities and key stakeholders to provide information to inform sound decision-making.
4. FOIP: The confidentiality of FAPRAC meetings and of records submitted to FAPRAC is governed by the applicable provisions of the *Municipal Government Act* and the *Freedom of Information and Protection of Privacy Act*.

13. Governance

- a) The Committee shall act in accordance with Council Policy CP2016-03, *Governance and Appointments of Boards, Commissions and Committees*.
- b) FAPRAC Working Group Members will act in accordance with Council Policy CC045, *Code of Conduct for Citizen Members Appointed to Council Established Boards, Commissions and Committees*.
- c) FAPRAC and FAPRAC Working Group Members and any attending Members of Council will act in accordance with the *Municipal Government Act*, Council's Ethical Conduct Policy and any other relevant Council Policies and in the best interest of The City taking into account the City as a whole, and without regard to the Member's personal interests. They will consider all issues consistently and fairly, and in the light of all relevant facts, opinions and analysis of which the Member should be Foothills Athletic Park Redevelopment Assessment Committee reasonably aware. In addition, all Members will endeavor to incorporate the following Guiding Principles into the oversight and guidance they provide regarding the mandate delivery of FAPRAC and FAPRAC Subcommittee Members:
 - Accountability
 - Citizen-centric
 - Diversity
 - Inclusion and authentic
 - Neutrality
 - Respect
 - Responsive and committed
 - Timeliness
 - Transparency