

Public Member Appointment to Calgary Planning Commission

RECOMMENDATION(S):

Administration recommends that Council appoint the candidate from Reserve as a public member of Calgary Planning Commission (Confidential Attachment 1), for a two-year term expiring at the 2023 Organizational Meeting of Council.

HIGHLIGHTS

- One of the six citizen member positions on Calgary Planning Commission (Commission) is currently vacant following a recent appointee declining the position. Administration is recommending that Council appoint the candidate from Reserve (Confidential Attachment 1) to fill the existing vacancy.
- What does this mean to Calgarians? Calgary Planning Commission is the approving body for outline plans, some development permits and subdivision applications, and makes recommendations to Council on all land use amendment applications.
- Why does this matter? Promptly filling vacancies on Calgary Planning Commission is necessary to ensure development is realized in a timely manner.
- In the past six months, two items have been postponed to a future Calgary Planning Commission meeting due to a lack of quorum. Given the legislated timelines for advertising and the cut-off dates to get to a public hearing at a Combined Meeting of Council, this can have a substantial impact on development applications.
- At the 2021 November 15 Combined Meeting of Council, Council appointed a public member to the Calgary Planning Commission for a two-year term and placed one candidate on the Reserve List (C2021-1567).
- Strategic Alignment to Council's Citizen Priorities: A well-run city

DISCUSSION

At the 2021 November 01 Organizational Meeting of Council, Council appointed four public members to Calgary Planning Commission. Following the appointments, one of the public members declined the appointment for personal reasons. In response, Administration contacted potential candidates to confirm their interest and availability, and then brought an item of Urgent Business to the 2021 November 15 Combined Meeting of Council to appoint a public member to fill the vacancy. Council appointed a public member at the November 15 Meeting, but shortly after accepting the appointment, the new member declined for personal reasons.

In accordance with Council policy CP2016-03, *Governance and Appointments of Boards, Commissions and Committees*, there is a Reserve List candidate available for the Calgary Planning Commission. Reserve Lists may be used to fill a vacancy that occurs as a result of a Public Member not finishing a term.

The existing Calgary Planning Commission Bylaw 28P95 specifies that Calgary Planning Commission be composed of the Mayor, two members of Council, two Administration members, and six citizen members. Reaching quorum is often an issue for the Commission, so filling the existing vacancy is a priority.

A review of the Calgary Planning Commission Bylaw will be completed in 2022. Administration will consider potential amendments to address barriers to achieving quorum, including the composition and number of Commission members. In addition, Administration is considering

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future improvements to the recruitment and on-boarding process for Calgary Planning Commission to ensure volunteer members better understand the duties and expectations for the role.

STAKEHOLDER ENGAGEMENT AND COMMUNICATION (EXTERNAL)

- Public Engagement was undertaken
- Public Communication or Engagement was not required
- Public/Stakeholders were informed
- Stakeholder dialogue/relations were undertaken

No stakeholder engagement was undertaken. Once made aware of the vacancy on Calgary Planning Commission, Administration contacted the approved Reserve candidate to review the duties and responsibilities of Calgary Planning Commission members and ensure the candidate was still available and able to commit to the role. The candidate has confirmed their commitment to the role.

IMPLICATIONS

Social

Not Applicable

Environmental

Not Applicable

Economic

Not Applicable

Service and Financial Implications

No anticipated financial impact.

RISK

If a vacancy is left on Calgary Planning Commission, there is a risk that items on the agenda will need to be postponed to future meetings due to a lack of quorum. This has already happened twice in the past six months, with no vacancies on Commission. There is also an increased risk that Calgary Planning Commission meetings will need to be cancelled altogether, due to lack of quorum.

Calgary Planning Commission approves outline plans, is the subdivision authority for subdivision applications that do not conform with outline plans, and is a development authority. In this capacity, Commission's decisions, and the conditions it imposes as part of its decisions are legally binding on the City and applicants. Should Commission be unable to render

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decisions due to a lack of quorum, development proposals would be delayed, and development may not be realized.

ATTACHMENT(S)

1. Calgary Planning Commission Reserve List Candidate (Confidential)

Department Circulation

General Manager/Director	Department	Approve/Consult/Inform
Stuart Dalgleish	Planning & Development	Approve
Debra Hamilton	Planning & Development	Approve