

2023 Appointment of Chair, Calgary Subdivision and Development Appeal Board

RECOMMENDATIONS:

That Council:

1. Appoint the candidate recommended by the Subdivision and Development Appeal Board, listed in Attachment 1 as Chair for 2023; and
2. Direct that Attachment 1 and related closed meeting discussions remain confidential pursuant to sections 17 (Disclosure harmful to personal privacy) and 19 (Confidential evaluations) of the *Freedom of Information and Protection of Privacy Act* indefinitely.

HIGHLIGHTS

- The term of the Calgary Subdivision and Development Appeal Board (“the Board”) Chair expires on 2022 December 31. Subsection 4(4)(g) of the Board Bylaw (“Bylaw 25P95”) requires that Council “annually appoint by resolution a Chair after considering the recommendations of the Board.”
- What does this mean to Calgarians? This will support continued leadership to the Board in carrying out its statutory mandate, to support business continuity respecting operational and legal issues, and to attend to the continuous improvement of the quality, efficiency, and effectiveness of the Board decision-making processes.
- Why does it matter? The Board has an important role to play in the adjudication of subdivision and development matters which impact the growth and development of the city.
- Background and previous Council direction is contained in Attachment 2.
- The recommendations in this report align with the Council policy on *Governance and Appointments of Boards, Commissions and Committees* (CP2016-03) and Bylaw 25P95.
- Strategic Alignment to Council’s Citizen Priorities: A well-run city.

DISCUSSION

Council established qualifications for the Chair (Attachment 3). There is public interest for Council to appoint a Chair who understands the Board’s purpose and mandate, is knowledgeable about land use and planning, and who has the qualities and availability necessary to provide leadership to the Board.

In 2020, the Board established a Chair Nomination Policy and Procedure to determine its recommendation for the position of Chair. Under the Board’s procedure, it first determines whether the incumbent Chair wishes to continue in the role and, if so, whether they have sufficient support from members to warrant the Board’s recommendation. If so, the process ends there. If the Chair does not wish to continue or does not have sufficient support from members to warrant the Board’s recommendation (60 percent of votes cast), then the Board recommends up to three members for the role of Chair.

Board members were invited to vote on the recommendation for Council’s appointment of Chair for 2023. The Board’s recommendation to Council is contained in Attachment 1.

STAKEHOLDER ENGAGEMENT AND COMMUNICATION (EXTERNAL)

- Public Engagement was undertaken

**Law, Legislative Services and Security Report to
Organizational Meeting of Council
2022 October 25**

**ISC: UNRESTRICTED
C2022-1031
Page 2 of 2**

2023 Appointment of Chair, Calgary Subdivision and Development Appeal Board

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

IMPLICATIONS

Social

Not applicable.

Environmental

Not applicable.

Economic

Not applicable.

Service and Financial Implications

No anticipated financial impact.

RISK

If Council fails to appoint a Chair effective 2023 January 01, there could be a level of disruption to the management of operational and legal issues that the Board Chair is normally responsible for completing.

ATTACHMENTS

1. CONFIDENTIAL – Calgary Subdivision and Development Appeal Board Recommendation for Chair, 2023 (Attachment 1)
2. Background and Previous Council Direction (Attachment 2)
3. City of Calgary Subdivision and Development Appeal Board Chair qualifications (Attachment 3)

Department Circulation

General Manager/Director	Department	Approve/Consult/Inform
Jill Floen (City Solicitor & General Counsel)	Law, Legislative Services and Security	Approve
Kate Martin (City Clerk/Director)	Law, Legislative Services and Security	Approve