

**Community Services Report to  
Nominations Committee  
2023 October 12**

**ISC: UNRESTRICTED  
N2023-0952**

## **Civic Partner Appointments**

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### **PURPOSE**

The purpose of this report is to bring forward public member appointment nominees for the governing bodies of five Civic Partner organizations: the Calgary Convention Centre Authority, Calgary Public Library Board, Heritage Calgary, Silvera for Seniors, Tourism Calgary, and one committee of a Civic Partner: Tourism Calgary's Calgary Sport and Major Events Committee. The report is being brought forward at this time to align with Council's appointments to all Boards, Commissions and Committees.

### **PREVIOUS COUNCIL DIRECTION**

A similar report was brought forward to the 2022 Nominations Committee Meeting and Organizational Meeting of Council.

### **RECOMMENDATIONS:**

#### **Review by: Do not release attachments 2 through 13**

That the Nominations Committee recommend that Council:

1. Appoint Public Members to the Calgary Convention Centre Authority for the terms outlined in Confidential Attachment 2;
2. Appoint Public Members to the Calgary Public Library Board's board of directors for the terms outlined in Confidential Attachment 4;
3. Appoint Public Members to Heritage Calgary board of directors for the terms outlined in Confidential Attachment 6;
4. Appoint Public Members to the Silvera for Seniors board of directors for the terms outlined in Confidential Attachment 8;
5. Appoint a Public Member to Tourism Calgary's board of directors for the terms outlined in Confidential Attachment 10;
6. Appoint Public Members to the Calgary Sports and Major Events Committee for the terms outlined in Confidential Attachment 12; and
7. Direct that the closed meeting discussions, Confidential Attachments 2 to 13 and selection materials related to this report 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*.

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### RECOMMENDATION OF THE NOMINATIONS COMMITTEE, 2023 OCTOBER 12:

That Council:

1. **Direct that the Confidential Recommendation in Confidential Distribution 1 be adopted;**
2. Appoint Public Members to the Calgary Public Library Board's board of directors for the terms outlined in Confidential Attachment 4;
3. Appoint Public Members to Heritage Calgary board of directors for the terms outlined in Confidential Attachment 6;
4. Appoint Public Members to the Silvera for Seniors board of directors for the terms outlined in Confidential Attachment 8;
5. Appoint a Public Member to Tourism Calgary's board of directors for the terms outlined in **Revised** Confidential Attachment 10;
6. Appoint Public Members to the Calgary Sports and Major Events Committee for the terms outlined in **Revised** Confidential Attachment 12;
7. **Direct that the Confidential Recommendation in Confidential Distribution 2 be adopted;**
8. **Direct that Public Member appointments to Civic Partners be released publicly following applicant notification by the City Clerk's Office, no later than end of day Friday, 2023 October 27; and**
9. Direct that the Closed Meeting discussions, **Confidential Distributions**, and Confidential Attachments 2 to 13 and selection materials related to this report 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*.

Excerpt from the Minutes of the 2023 October 12 Regular Meeting of the Nominations Committee:

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"The following documents were distributed with respect to Report N2023-0952:

- A confidential Distribution 1;
- A confidential Distribution 2;
- A revised confidential Attachment 10; and
- A revised confidential Attachment 12."

## CITY MANAGER/GENERAL MANAGER COMMENTS

GM Katie Black concurs with this report.

## HIGHLIGHTS

- Strategic recruitment of board members supports the appointment of Public Members to Civic Partner organizations who have the required skills and experience to effectively steward resources and assets and supports strong governance practices that enhance Civic Partners' ability to operate effectively and mitigate risk.

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- Bringing forward this report to the Nominations Committee meeting and then the Organizational Meeting of Council aligns these Public Member appointments with Council's appointments to all other Boards, Commissions and Committees.
- This report supports due diligence and transparency by providing consistent information about the recruitment of Public Members outside of the City Clerk's Office's processes.
- The Civic Partners included in this report have Council approval to recruit outside of The City Clerk's Office's processes and are still required to follow any applicable requirements in the *Governance and Appointments of Boards, Commissions and Committees Policy* (CP2016-03).
- All Civic Partners included in this report have implemented robust, board-led internal processes to support their unique governance requirements. Candidates presented for Council consideration in this report were selected using strategic recruitment processes.
- Background and Previous Council Direction is included as Attachment 1.

## **DISCUSSION**

Under guiding legislation, governance documents and agreements, Council approves all or some of the Public Member appointments to the governing bodies of the following Civic Partners: the Calgary Convention Centre Authority (a legislated body operating as the Calgary TELUS Convention Centre), the Calgary Public Library Board (a legislated body operating as the Calgary Public Library), Heritage Calgary (a legislated body operating under the Calgary Heritage Authority Act), Silvera for Seniors (a Housing Management Body with a Ministerial Order signed by The City, Government of Alberta and Silvera for Seniors), Tourism Calgary (an independent organization established under the Societies Act), and Tourism Calgary's Calgary Sports and Major Events Committee (guided by Council-approved terms of reference). With the approval of Council, all of these Civic Partners undertook recruitment outside of City Clerk's Office's Boards, Commissions and Committees' process. Their approaches embedded leading practices such as evaluating candidates against tailored skill, experience and attribute matrices.

Candidate information for each Civic Partner is presented in two confidential attachments. The first presents the recommended candidates and provides details related to the number of expiring terms, term length and limits; eligibility requirements and qualifications; and members whose terms are expiring and continuing. The second attachment includes resumes or biographies for candidates.

### **Summary of appointments**

Council appoints all members to the Calgary Convention Centre Authority under the *Calgary Convention Centre Authority Act* (Alberta). The Calgary Convention Centre Authority is recommending three Public Member candidates for four-year terms (Confidential Attachment 2). Candidate resumes are included in Confidential Attachment 3.

Council appoints all Public Members to the Calgary Public Library Board under the *Libraries Act* (Alberta) and Bylaw 38M2006 *Calgary Public Library Board Bylaw*. In this report, the Library is presenting five candidates for three-year terms (Confidential Attachment 4). Candidate biographies and resumes are included in Confidential Attachment 5.

Council appoints all Public Members to Heritage Calgary under the *Calgary Heritage Authority Act* (Alberta). In this report, Heritage Calgary is presenting five recommended candidates, including three new candidates and two incumbents, for consideration for terms ranging from

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two to three-years (Confidential Attachment 6). Candidate resumes and biographies are included in Confidential Attachment 7.

Council appoints all members of Silvera for Seniors' board of directors under a Ministerial Order signed by The City, Silvera for Seniors and the Government of Alberta, and as part of Silvera's role as a Housing Management Body under the *Alberta Housing Act*. The Ministerial Order sets out the required process for advertising and recruiting nominees, term lengths, and other details. In this report, Silvera is presenting one Public Member candidate for consideration by Council for a three-year term (Confidential Attachment 8). The candidate's resume is included in Confidential Attachment 9.

Council appoints one member to Tourism Calgary's board of directors to act as The City's representative under their organization's bylaws and the Operating Agreement in place with The City. This report presents a Public Member incumbent candidate for consideration for a two-year term (Confidential Attachment 10). The candidate's resume is included in Confidential Attachment 11.

Council appoints all members of Tourism Calgary's Calgary Sport and Major Events Committee under Council approved terms of reference for the Committee. This year, the Calgary Sport and Major Events Committee is presenting five candidates for consideration, all incumbents, to serve one or two-year terms (Confidential Attachment 12). Candidate biographies and resumes are included in Confidential Attachment 13.

Nomination or appointment of Members of Council and Administration to Civic Partners' boards of directors will be brought separately to the 2023 October 24 Organizational Meeting of Council (Reports C2023-0951 and C2023-0851).

**EXTERNAL ENGAGEMENT AND COMMUNICATION**

- |  |   |
|--|---|
| <input type="checkbox"/> Public engagement was undertaken        | <input checked="" type="checkbox"/> Dialogue with interested parties was undertaken |
| <input type="checkbox"/> Public/interested parties were informed | <input type="checkbox"/> Public communication or engagement was not required        |

Confidential Attachments 2 to 13 were prepared by the relevant Civic Partners in consultation with Administration. Using a common Short List template provides clear and consistent information about candidates and each organization's recruitment process that aligns with the templates for other City Boards, Commissions and Committee appointments.

**IMPLICATIONS**

**Social**

The recruitment of members with diverse skill sets, knowledge and expertise supports Civic Partner organizations to have robust governance and lead effective implementation of their mandates including strategies and plans that contribute the increased quality of life for all Calgarians. These partners provide access to library services, affordable housing, programs and service for entrepreneurs and innovators, and increase civic participation.

**Environmental**

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Through strong governance, organizations can adapt to change and address environmental considerations through their operations by offering programs and services that support Calgarians' resilience and adaptation, and through asset management and capital strategies that seek to reduce environmental impacts of facility operations.

### **Economic**

The recruitment of members with expanded skills, knowledge and diversity of experience supports effective governance practices and supports the ability of each organization to effectively implement their mandate including supporting implementation of *Calgary in the New Economy: An economic strategy for Calgary*.

### **Service and Financial Implications**

#### **No anticipated financial impact**

### **RISK**

Appointing the slate of Public Member candidates put forward in this report will bring the skills and experience required for each organization to effectively govern, manage and operate, and help create resilient governance structures that can continue to identify and mitigate operational and strategic risks.

To mitigate risk, The City has clear accountability measures including reporting requirements and financial reviews in place for all Civic Partner organizations. These measures, guided by the *Investing in Partnerships Policy*, are also embedded in agreements, bylaws, terms of reference, legislation and other guiding documents.

## **ATTACHMENTS**

1. Background and Previous Council Direction
2. CONFIDENTIAL - Calgary Convention Centre Authority Short List
3. CONFIDENTIAL - Calgary Convention Centre Authority Candidates
4. CONFIDENTIAL - Calgary Public Library Short List
5. CONFIDENTIAL - Calgary Public Library Candidates
6. CONFIDENTIAL - Heritage Calgary Short List
7. CONFIDENTIAL - Heritage Calgary Candidates
8. CONFIDENTIAL - Silvera for Seniors Short List
9. CONFIDENTIAL - Silvera for Seniors Candidates
10. CONFIDENTIAL – **Revised** Tourism Calgary Short List
11. CONFIDENTIAL - Tourism Calgary Candidate
12. CONFIDENTIAL – **Revised** Calgary Sport and Major Events Committee Short List
13. CONFIDENTIAL - Calgary Sport and Major Events Committee Candidates
14. **CONFIDENTIAL Distribution 1**
15. **CONFIDENTIAL Distribution 2**

Department Circulation

General Manager/Director	Department	Approve/Consult/Inform
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Katarzyna Martin, Director/City Clerk	Law, Legislative Services & Security	Inform
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