

**BYLAW NUMBER 28M2023**

**BEING A BYLAW OF THE CITY OF CALGARY  
TO ESTABLISH A  
WARD BOUNDARY COMMISSION  
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**WHEREAS** Council has approved the Ward Boundary Determination and Review Policy (CP2019-94, the “Policy”) to ensure a consistent approach to the review and adjustment of ward boundaries in the City of Calgary;

**AND WHEREAS** Council has considered report C2023-0496;

**AND WHEREAS** Council deems it necessary to establish a ward boundary commission to provide recommendations to Council regarding the composition of Council, Council effectiveness and the Policy;

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF CALGARY ENACTS AS FOLLOWS:**

**SHORT TITLE**

1. This Bylaw may be cited as the “Ward Boundary Commission Bylaw”.

**DEFINITIONS**

2. (1) In this Bylaw,
  - (a) “*Commission*” means the Ward Boundary Commission established by this Bylaw;
  - (b) “*Council*” means the municipal council of The City;
  - (c) “*The City*” means the municipal corporation of The City of Calgary;
  - (d) “*Policy*” means the Ward Boundary Determination and Review Policy CP2019-94.
- (2) Any schedules attached to this Bylaw form part of the Bylaw.
- (3) If this Bylaw refers to any statute, regulation or bylaw, the reference is to the statute, regulation or bylaw as amended, whether amended before or after the commencement of this Bylaw, and includes reference to any statute, regulation or bylaw that may be substituted in its place.

**ESTABLISHMENT**

3. The Ward Boundary Commission is hereby established.

**MANDATE**

4. (1) The mandate of the *Commission* is to:
  - (a) review the effectiveness of the 14-ward system with no change to the number of Councillors;
  - (b) review the Policy;and provide recommendations to *Council* with respect to the above.
- (2) The *Commission* will report to *Council*.

### **Engagement**

- (3) The *Commission* shall recommend review timelines and provide a public engagement plan for *Council's* consideration within the first three months of appointment of *Commission* members. The engagement plan will provide for consultation with *Council* and both school boards, the Calgary Board of Education and the Calgary Roman Catholic Separate School Division.
- (4) The *Commission* shall provide *Council* with a report outlining the timelines and engagement plan within the first three months of appointment of *Commission* members. The *Commission* may use *The City's* Engage Framework to guide the consultation process.

### **Report Deadline**

- (5) The *Commission* shall report to *Council* with its final recommendations no later than the third quarter of 2024.

### **COMPOSITION OF THE COMMITTEE**

5. (1) The *Commission* shall consist of 5 voting members as follows:
  - (a) 1 person who understands *The City* from a political and organizational perspective, such as a former member of *Council* who has not sought election in the most recent election;
  - (b) 2 electors with an interest and expertise in political science, public policy or urban issues; and
  - (c) 2 residents of Calgary.
- (2) The *Commission* will include one non-voting member, being the Returning Officer or their designate.

### **TERM**

6. (1) Members will be appointed at the 2023 Organizational Meeting of *Council* for a term which commences November 1, 2023.

- (2) Members' term will end at the date the final recommendations report is presented to *Council*.

**CHAIR AND VICE CHAIR**

- 7. The Chair and Vice Chair shall be selected by the *Commission* members at the first meeting of the *Commission* from among the voting members.

**QUORUM**

- 8. Quorum for the Committee is 3 voting members.

**MEETINGS**

- 9. (1) The *Commission* will meet monthly. Additional meetings may be scheduled at the call of the Chair. Meetings of the *Commission* may be cancelled at the call of the Chair.
- (2) Notice of meetings must comply with the *Municipal Government Act*, R.S.A. 2000, c. M-26, sections 195 and 196(2).
- (3) *Commission* meetings are open to the public; however, the *Commission* may use its discretion under section 197(2) of the *Municipal Government Act* to close all or part of its meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25.
- (4) The *Commission* may also, by majority vote, permit public submissions on an item at a *Commission* meeting.

**REMUNERATION**

- 10. (1) Members of the *Commission*, other than the Returning Officer, shall receive a flat rate sum for remuneration for the work involved in the *Commission*. The Chair shall receive an additional sum for the work of the Chair.
- (2) Out of pocket expenses for items such as parking shall be reimbursed.
- (3) Remuneration for *Commission* members will be determined by *Council* based on the recommendation of the Returning Officer prior to the appointment of members.

**MEETING SUPPORT**

- 11. The City Clerk's Office will provide legislative services for the *Commission*.

**VACANCIES**

12. Vacancies on the *Commission* may be filled by resolution of *Council* at any time.

**GOVERNANCE**

13. (1) The *Commission* shall act in accordance with Council Policy CP2019-04, Ward Boundary Determination and Review, Council Policy CP2016-03, Governance and Appointments of Boards, Commissions and Committees and the Procedure Bylaw 35M2017.
- (2) Any records submitted to the *Commission* are governed by the applicable provisions of the *Municipal Government Act*, RSA 2000 c. M-26 and the *Freedom of Information and Protection of Privacy Act*, RSA 2000, c. F-25.
- (3) The *Commission* will act in accordance with the *Municipal Government Act*, RSA 2000 c. M-26, Code of Conduct for Citizen Members Appointed to Council Established Boards, Commissions and Committees applicable to the position held 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 reasonably aware. In addition, all members will endeavor to incorporate the following guiding principles into the oversight and guidance they provide regarding its mandate:
- (a) Accountability;
  - (b) Citizen-centricity;
  - (c) Diversity;
  - (d) Inclusivity and authenticity;
  - (e) Neutrality;
  - (f) Respect;
  - (g) Responsiveness and commitment;
  - (h) Timeliness; and
  - (i) Transparency.

**COMING INTO FORCE**

14. This Bylaw comes into force on the day it is passed.

**DISESTABLISHMENT AND REPEAL**

15. The *Commission* shall be disestablished, and this Bylaw repealed, upon the date the final recommendations report is presented to *Council*.

READ A FIRST TIME ON JUNE 06, 2023

READ A SECOND TIME ON JUNE 06, 2023

READ A THIRD TIME ON JUNE 06, 2023



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MAYOR  
SIGNED ON JUNE 06, 2023



For

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CITY CLERK  
SIGNED ON JUNE 06, 2023