

**Law, Legislative Services & Security Report to  
Regular Meeting of Council  
2024 February 27**

**ISC: UNRESTRICTED  
C2024-0126**

**Public Member Resignations and Appointments to Boards, Commissions and Committees**

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**PURPOSE**

The purpose of this report is:

- To recommend that Council fill vacancies created by mid-term resignations on Boards, Commissions and Committees (“BCCs”) from Reserve Lists;
- To present the person appointed by the Executive Officer of HMCS Calgary to the Friends of HMCS Calgary Subcommittee of the Calgary Salutes Committee;
- To appoint two Public Member nominees and one Administration member to fill Public Member vacancies from the 2023 October 24 Organizational Meeting of Council; and
- To present an amendment to the Calgary Salutes Committee Bylaw 36M2023 to clarify the composition of the subcommittees.

**PREVIOUS COUNCIL DIRECTION**

Section 5.18.3 of Council Policy CP2016-03, *Governance and Appointments of Boards, Commissions and Committees* (“the Policy”) provides that, upon notification of a vacancy on a BCC, the City Clerk’s Office contacts Reserve List applicants to determine if they are still interested and available to serve as a Public Member. The City Clerk’s Office contacted the Reserve List applicants to confirm their continued interest and availability: only those who expressed an interest in serving are presented with this report. The resulting Reserve List is submitted to Council and may be used to fill the vacancy.

**RECOMMENDATIONS:**

**Review by: Do not release Attachments 1 to 6 and 9 to 12**

That Council:

1. Thank Matthew Corkum, Yee Nap (Joshua) Chan, Kelvin Whalen, Harris Switzman, Eppo van Weelderen, and Lt(N) Riley Perrior for their service on Boards, Commissions and Committees;
2. Appoint the recommended candidate named in Confidential Attachment 1 to the Advisory Committee on Accessibility for completion of a two-year term expiring at the 2024 Organizational Meeting of Council;
3. Appoint the recommended candidate named in Confidential Attachment 2 to the Anti-Racism Action Committee for a two-year term expiring at the 2025 Organizational Meeting of Council;
4. Appoint the recommended candidate named in Confidential Attachment 3 to the Assessment Review Board for a one-year term expiring on 2024 December 31;
5. Appoint the recommended candidate named in Confidential Attachment 4 to the Climate Advisory Committee for completion of a two-year term expiring at the 2025 Organizational Meeting of Council;
6. Receive for the Corporate Record the appointment of Lieutenant Commander Malorie Aubrey as appointee of the Executive Officer of HMCS Calgary to the Friends of HMCS Calgary Subcommittee of the Calgary Salutes Committee;

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7. Appoint the nominees of the Advisory Committee on Accessibility and the Calgary Aboriginal Urban Affairs Committee named in Confidential Attachment 5 to the Social Wellbeing Advisory Committee for one-year terms expiring at the 2024 Organizational Meeting of Council;
8. Appoint the Administration member named in Confidential Attachment 6 to the BiodiverCity Advisory Committee for a two-year term expiring at the 2025 Organizational Meeting of Council;
9. Give three readings to proposed Bylaw 11M2024, to amend the Calgary Salutes Committee Bylaw 36M2023 (Attachment 7);
10. Direct the City Clerk to make the appointments publicly available following notification of the appointees and their acceptance of appointments; and
11. Direct that Closed Meeting Discussions and Confidential Attachments 1 to 6 and 9 to 12 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*.

**CHIEF ADMINISTRATIVE OFFICER/GENERAL MANAGER COMMENTS**

The City Solicitor and General Counsel concurs with this report.

**HIGHLIGHTS**

- The City Clerk's Office was notified of Public Members resignations on various BCCs.
- Nominations were received to fill the three remaining positions left vacant following the 2023 October 24 Organizational Meeting of Council.
- The amendment to the Calgary Salutes Committee Bylaw 36M2023 brings clarity to the size and composition of the subcommittees.
- Background and Previous Council Direction is provided in Attachment 8.

**DISCUSSION**

Mid-Term Resignations:

The City Clerk's Office was notified of the following Public Member resignations:

- Matthew Corkum resigned from the Advisory Committee on Accessibility;
- Yee Nap (Joshua) Chan resigned from the Anti-Racism Action Committee;
- Kelvin Whalen resigned from the Assessment Review Board;
- Harris Switzman resigned from the Climate Advisory Committee;
- Eppo van Weelderden resigned from the Education and Training Subcommittee of the Calgary Salutes Committee; and
- Lieutenant(N) Riley Perrior resigned from the Friends of HMCS Calgary Subcommittee of the Calgary Salutes Committee.

Four BCCs indicated that vacancies should be filled from the Reserve List candidates. The Education and Training Subcommittee of the Calgary Salutes Committee indicated that the position should remain vacant until the 2024 Organizational Meeting of Council.

In accordance with the Calgary Salutes Committee Bylaw 36M2023, the Executive Officer of HMCS Calgary appoints HMCS Calgary representatives to the Friends of HMCS Calgary

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Subcommittee. The Executive Officer has appointed Lieutenant Commander Malorie Aubrey to this position.

### Outstanding Appointments:

The Social Wellbeing Advisory Committee's composition includes representatives of the Advisory Committee on Accessibility and the Calgary Aboriginal Urban Affairs Committee. At the 2023 October 24 Organizational Meeting of Council, the Advisory Committee on Accessibility and the Calgary Aboriginal Urban Affairs Committee requested to submit their nominations once their membership was complete. The nominees of the Advisory Committee on Accessibility and the Calgary Aboriginal Urban Affairs Committee are presented in Confidential Attachment 5.

The BiodiverCity Advisory Committee's composition includes Administration members. At the 2023 October 24 Organizational Meeting of Council, a position was left vacant. To fill this vacancy, the Chief Administrative Officer is recommending appointment of an Infrastructure Services Department employee whose name is presented in Confidential Attachment 6.

### Amendment to the Calgary Salutes Committee Bylaw 36M2023:

The Calgary Salutes Committee Bylaw 36M2023 currently states that the three subcommittees - Education and Training Subcommittee, Friends of HMCS Calgary Subcommittee, Heritage and History Subcommittee – are composed of nine members. Proposed Bylaw 11M2024 brings clarity to the composition by allowing the subcommittees to be comprised of up to nine members, and no less than six (Attachment 7).

## EXTERNAL ENGAGEMENT AND COMMUNICATION

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

On being informed of the mid-term vacancies, the City Clerk's Office contacted candidates that were placed on the Reserve Lists to inquire if they were still interested and available to serve as a Public Member. The Reserve List was distributed to the BCC Chairs to assess the candidates and provide recommendations. The resultant short lists and candidate applications are presented in Confidential Attachments 1 to 4 and 9 to 12.

## IMPLICATIONS

### Social

Not applicable.

### Environmental

Not applicable.

### Economic

Not applicable.

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**Service and Financial Implications**

No anticipated financial impact.

**RISK**

No anticipated risks.

**ATTACHMENTS**

1. CONFIDENTIAL Advisory Committee on Accessibility Short List
2. CONFIDENTIAL Anti-Racism Action Committee Short List
3. CONFIDENTIAL Assessment Review Board Short List
4. CONFIDENTIAL Climate Advisory Committee Short List
5. CONFIDENTIAL Nominations for the Social Wellbeing Advisory Committee
6. CONFIDENTIAL Administration Member - BiodiverCity Advisory Committee
7. Proposed Bylaw 11M2024
8. Background and Previous Council Direction
9. CONFIDENTIAL Advisory Committee on Accessibility Applications
10. CONFIDENTIAL Anti-Racism Action Committee Applications
11. CONFIDENTIAL Assessment Review Board Applications
12. CONFIDENTIAL Climate Advisory Committee Applications
13. Presentation

Department Circulation

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

Author: Chantal Coulombe, City Clerk's Office