



## MINUTES

### LEGISLATIVE GOVERNANCE TASK FORCE

HELD 2016 APRIL 05 AT 1:01 PM

IN THE LEGAL TRADITIONS COMMITTEE ROOM

#### PRESENT:

Mayor N. Nenshi, Chair  
Councillor R. Jones (Councillor-at-Large), Vice-Chair  
Councillor A. Chabot (PUD Chair)  
Councillor D. Colley-Urquhart (CPS Chair)  
Councillor P. Demong (UCS Chair)  
Councillor S. Keating (T&T Chair)  
Councillor R. Rootmans (Audit Chair)

#### ALSO PRESENT:

City Clerk S. Gray  
Acting City Clerk B. Hilford  
Manager, Administration Services T. Mowrey  
Coordinator, Citizen Recognition & Protocol C. Humeny  
Strategic Legislative Analyst, K. Tuff

This meeting was conducted in accordance with the Procedure Bylaw 44M2006, as amended.

#### 1. CONFIRMATION OF AGENDA

CONFIRM AGENDA, Moved by Councillor Keating, that the Agenda for the 2016 April 05 Regular Meeting of the Legislative Governance Task Force be confirmed.

CARRIED

#### 2. CONFIRMATION OF MINUTES

2.1 MINUTES OF THE REGULAR MEETING OF THE LEGISLATIVE GOVERNANCE  
TASK FORCE, 2016 MARCH 01

CONFIRM MINUTES, Moved by Councillor Chabot, that the Minutes of the Regular Meeting of the Legislative Governance Task Force, held on 2016 March 01, be confirmed.

CARRIED

3. ITEMS FROM ADMINISTRATION AND COMMITTEES

3.1 CIVIC RECOGNITION ON THE DEATH OF A CURRENT OR FORMER MEMBER OF COUNCIL, LGT2016-0236

Mayor Nenshi assumed the Chair at 1:03 p.m. and Councillor Jones assumed his seat at Committee.

AMENDMENT, Moved by Councillor Pootmans, that with respect to the City Clerk's Recommendation contained in Report LGT2016-00236, the Attachment be amended as follows, prior to being forwarded to Council:

In Sub Section 1.3, *Policy Statement*, delete Sub Section 1.3 in its entirety, and replace with the following:

- "1.3 If a former Member of Council has held political office with multiple orders of Government, precedence will be given to the policy or procedure of the federal order of Government, then the provincial order of Government, then the municipal order of Government (as applicable). Notwithstanding, or in the absence of policy or procedures at the other orders of Government, elements of this policy may apply, as recommended by Protocol in consultation with the Mayor's Office."

In Sub Section 5.6.1, *Death of a Current Member of Council*, add the words "and at all City of Calgary sites", following the words "at the Municipal Complex".

In Sub Section 5.6.2, *Death of a Current Member of Council*, delete the Sub Section in its entirety, and renumber the remaining Sub Sections accordingly.

In Sub Section 5.6.14, *Death of a Current Member of Council*, add the words "as available", following the words "commemorative service".

In Sub Section 5.8.3, *Death of a Former Member of Council*, delete the Sub Section in its entirety, and replace with the following:

- "5.8.3 An official City photograph, archival biographical information (if available), and City Crest will be provided for the Family's use in such materials as an obituary, funeral program, etc."

Following Sub Section 5.8.5, *Death of a Former Member of Council*, add a new Sub Section 5.8.6, as follows, and renumber the remaining Sub Sections accordingly:

“5.8.6 The Calgary Flag flown at half mast at Historic City Hall on the day of the commemorative service will be presented to the Family.”

In Sub Sections 5.9.1 and 5.9.2, *Additional Services Offered for the Death of a Former Mayor Only*, delete the Sub Sections in their entirety and renumber the remaining Sub Sections accordingly.

CARRIED

APPROVE, AS AMENDED, Moved by Councillor Keating, that the City Clerk's Recommendation contained in Report LGT2016-0236 be approved, **as amended**, as follows:

That the Legislative Governance Task Force recommends that Council approve the new Council Policy entitled 'Civic Recognition on the Death of a Current or Former Member of Council', **after amendment to the policy as follows:**

**In Sub Section 1.3, Policy Statement, delete Sub Section 1.3 in its entirety, and replace with the following:**

“1.3 If a former Member of Council has held political office with multiple orders of Government, precedence will be given to the policy or procedure of the federal order of Government, then the provincial order of Government, then the municipal order of Government (as applicable). Notwithstanding, or in the absence of policy or procedures at the other orders of Government, elements of this policy may apply, as recommended by Protocol in consultation with the Mayor's Office.”

**In Sub Section 5.6.1, Death of a Current Member of Council, add the words “and at all City of Calgary sites”, following the words “at the Municipal Complex”.**

**In Sub Section 5.6.2, Death of a Current Member of Council, delete the Sub Section in its entirety, and renumber the remaining Sub Sections accordingly.**

**In Sub Section 5.6.14, Death of a Current Member of Council, add the words “as available”, following the words “commemorative service”.**

**In Sub Section 5.8.3, Death of a Former Member of Council, delete the Sub Section in its entirety, and replace with the following:**

“5.8.3 An official City photograph, archival biographical information (if

available), and City Crest will be provided for the Family's use in such materials as an obituary, funeral program, etc."

**Following Sub Section 5.8.5, *Death of a Former Member of Council*, add a new Sub Section 5.8.6, as follows, and renumber the remaining Sub Sections accordingly:**

"5.8.6 The Calgary Flag flown at half mast at Historic City Hall on the day of the commemorative service will be presented to the Family."

**In Sub Sections 5.9.1 and 5.9.2, *Additional Services Offered for the Death of a Former Mayor Only*, delete the Sub Sections in their entirety and renumber the remaining Sub Sections accordingly.**

**And further, that the City Clerk incorporate the amendments into the draft Policy prior to being forwarded to Council.**

CARRIED

3.2 LEGISLATIVE GOVERNANCE REVIEW PROJECT UPDATE AND COUNCIL POLICY, GOVERNANCE AND APPOINTMENTS OF BOARDS, COMMISSIONS, AND COMMITTEES, LGT2016-0244

DISTRIBUTION

With the concurrence of the Mayor, the Acting City Clerk distributed copies of a PowerPoint presentation entitled "Legislative Governance Review Project Update and Draft Policy", dated 2016 April 05, with respect to Report LGT2016-0244.

APPROVE, Moved by Councillor Demong, that the City Clerk's Recommendations contained in Report LGT2016-0244 be approved, as follows:

That the Legislative Governance Task Force recommend that Council:

1. Approve the new Council Policy entitled Governance and Appointments of Boards, Commissions and Committees; and
2. Rescind the following Council Policies:
  - *Advertising Policy for Appointment of Citizens to Boards, Commissions and Committees (#CC002);*
  - *Appointment of Members of Council, Administration and Citizens to Agencies and Establishment of Council Agencies (#CC003);*
  - *Courtesy Policy – Letters for Applicants and Members of Council-Appointed Boards, Commissions and Committees (#CC033);*
  - *Disbanding of Committees (#CC019); and*

3. Approve Attachment 6, Implementation Phases – Legislative Governance Review Project, and return to Council Q1, 2017 with a review of the 2016 appointment process, and an update on the progress and timelines of the next phases of the project.

CARRIED

WAIVE NOTICE, Moved by Councillor Pootmans, that Notice of Motion be waived in order to introduce an item of Urgent Business, In Camera, to today's Agenda, entitled "Governance Matter (Verbal), VR2016-0015".

CARRIED

4. URGENT BUSINESS

No items of Urgent Business were added to today's Meeting.

5. URGENT BUSINESS IN CAMERA

IN CAMERA, Moved by Councillor Colley-Urquhart, that in accordance with Section 197(2) of the *Municipal Government Act* and Section 16(1)(a) of the *Freedom of Information and Protection of Privacy Act*, the Legislative Governance Task Force move in camera, at 2:13 p.m., in order to consider a confidential matter with respect to Report VR2016-0015.

CARRIED

The Legislative Governance Task Force moved into public session at 2:34 p.m. with Mayor Nenshi in the Chair.

RISE AND REPORT, Moved by Councillor Demong, that the Legislative Governance Task Force rise and report.

CARRIED

5.1 GOVERNANCE MATTER (VERBAL), VR2016-0015

APPROVE, Moved by Councillor Colley-Urquhart, that with respect to Report VR2016-0015, the following be approved:

That the Legislative Governance Task Force:

1. Receive the Governance Matter Verbal Report, for information; and

2. Direct that the In Camera discussions remain confidential pursuant to Sections 16(1)(a) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

6. ADJOURNMENT

ADJOURN, Moved by Councillor Keating, that this meeting adjourn at 2:35 p.m.

CARRIED

CONFIRMED BY COMMITTEE ON

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MAYOR

\_\_\_\_\_  
CITY CLERK

THE FOLLOWING ITEM HAVE BEEN FORWARDED TO THE 2016 APRIL 25 REGULAR MEETING OF COUNCIL:

CONSENT:

CIVIC RECOGNITION ON THE DEATH OF A CURRENT OR FORMER MEMBER OF COUNCIL, LGT2016-0236

LEGISLATIVE GOVERNANCE REVIEW PROJECT UPDATE AND COUNCIL POLICY, GOVERNANCE AND APPOINTMENTS OF BOARDS, COMMISSIONS, AND COMMITTEES, LGT2016-0244

The next Regular Meeting of the Legislative Governance Task Force has been scheduled to be held on 2016 May 17 at 1:00 PM.