

**Community Services Report to  
Nominations Committee  
2024 October 10**

**ISC: UNRESTRICTED  
N2024-0884**

## **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 four Civic Partner organizations: the Calgary Convention Centre Authority, Calgary Public Library Board, Heritage Calgary, Silvera for Seniors and also for one committee of a Civic Partner: Tourism Calgary's Calgary Sport and Major Events Committee. The report aligns with Council's appointments to all Boards, Commissions and Committees.

### **PREVIOUS COUNCIL DIRECTION**

A similar report was brought forward to the 2023 Organizational Meeting of Council.

### **RECOMMENDATIONS:**

#### **Review by: Do not release Attachments 2 to 11**

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's board of directors for the terms outlined in Confidential Attachment 6;
4. Appoint Public Members to Silvera for Seniors' board of directors for the terms outlined in Confidential Attachment 8;
5. Appoint Public Members to the Calgary Sports and Major Events Committee for the terms outlined in Confidential Attachment 10; and
6. Direct that the Closed Meeting discussions, Confidential Attachments 2 to 11 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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### RECOMMENDATIONS OF THE NOMINATIONS COMMITTEE, 2024 OCTOBER 10:

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's board of directors for the terms outlined in Confidential Attachment 6;
4. Appoint Public Members to Silvera for Seniors' board of directors for the terms outlined in Confidential Attachment 8;
5. Appoint Public Members to the Calgary Sports and Major Events Committee for the terms outlined in Confidential Attachment 10;
6. **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, 2024 October 25;**
7. **Approve the Confidential Recommendation contained in Confidential Distribution 1;** and
8. Direct that the Closed Meeting discussions, **Confidential Distribution 1**, **and** Confidential Attachments 2 to 11 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 Regular Meeting of the Nominations Committee, 2024 October 10:

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"Confidential Distribution 1 was distributed with respect to Report N2024-0884."

### CHIEF ADMINISTRATIVE OFFICER/GENERAL MANAGER COMMENTS

GM Katie Black concurs with the content of this report.

### HIGHLIGHTS

- Appointing Public Member nominees strategically recruited by each Civic Partner supports board members who have the required skills and experience to effectively steward their organization's resources and assets and supports strong governance practices that enhance each organization's ability to operate effectively and mitigate risk.
- Bringing this report to the Nominations Committee meeting and then the Organizational Meeting of Council aligns the Civic Partner 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 process.

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- The Civic Partners included in this report have Council approval to recruit outside of The City Clerk's Office's process and follow all applicable requirements in the *Governance and Appointments of Boards, Commissions and Committees Policy* (CP2016-03).
- The Civic Partners included in this report have implemented a robust, board-led recruitment and selection process that supports their unique governance requirements.

## 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 included in this report: 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) and Silvera for Seniors (a Housing Management Body with a Ministerial Order signed by The City, Government of Alberta and Silvera for Seniors). Under Council approved terms of reference, Council also appoints all members of Tourism Calgary's Calgary Sports and Major Events Committee. With Council's approval, the Civic Partners included in this report recruit and select Public Member appointment nominees outside of the City Clerk's Office's Boards, Commissions and Committees' process. Each Civic Partner has a tailored approach that embeds leading practices, which includes evaluating candidates against a skills, experience and attributes matrix.

Candidate information for each Civic Partner is presented in two confidential attachments. The first includes background information, recommended candidates, and reserve list candidates and the second attachment provide biographical information about each candidate.

### **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 information is 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*. The Library is presenting three candidates for three-year terms (Confidential Attachment 4). Candidate information is included in Confidential Attachment 5.

Council appoints all Public Members to Heritage Calgary under the *Calgary Heritage Authority Act* (Alberta). Heritage Calgary is presenting one candidate for a three-year term (Confidential Attachment 6). With a total of four vacancies that could be filled, the organization has indicated it plans to recruit for the remaining positions in 2025. If the proposed candidate is appointed, the resulting board composition will align with requirements under the *Calgary Heritage Authority Act*. Candidate information is 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 structure as a Housing Management Body under the *Alberta Housing Act* (The City is the sole member of Silvera for Seniors). The Ministerial Order sets out the required process for

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advertising and recruiting nominees, term lengths, and other details. In this report, Silvera is presenting five Public Member candidate for consideration by Council for three-year terms (Confidential Attachment 8). Candidate information is included in Confidential Attachment 9.

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 six candidates for consideration to serve two-year terms (Confidential Attachment 10). Two vacancies will not be filled at this time, but the proposed compositions aligns with requirements under the Committee's Council approved Terms of Reference. Candidate information is included in Confidential Attachment 11.

Nomination or appointment of members of Council and Administration to Civic Partners' boards of directors will be brought separately to the 2024 October 22 Organizational Meeting of Council (Reports C2024-1002 and C2024-1003).

**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 11 were prepared by 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 used for recommended candidates for other City Boards, Commissions and Committee appointments.

**IMPLICATIONS**

**Social**

Recruiting board members with diverse skills, knowledge and expertise supports each Civic Partner organization to have robust governance and leadership to effectively implement their unique mandates, including strategies and plans that contribute the increased quality of life for all Calgarians. The Civic Partners included in this report contribute to the quality life for Calgarians by providing meeting and convention services, access to library services and affordable housing options, supporting heritage conservation and leading sport and major event attraction.

**Environmental**

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

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### Economic

The recruitment of members with expanded skills, knowledge and diversity of experience supports effective governance practices and the ability of each organization to effectively implement its individual mandate and to contribute to implementation of Uplook: An Action Plan for Calgary's Economy.

### 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 and operate. Effective governance supports resilient organizations that can effectively identify and mitigate operational and strategic risks.

To mitigate risk, The City has clear accountability measures in place for all Civic Partner organizations including reporting requirements and financial reviews. 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. Previous Council Direction, Background
2. Calgary Convention Centre Authority Short List (Confidential)
3. Calgary Convention Centre Authority Candidates (Confidential)
4. Calgary Public Library Short List (Confidential)
5. Calgary Public Library Candidates (Confidential)
6. Heritage Calgary Short List (Confidential)
7. Heritage Calgary Candidates (Confidential)
8. Silvera for Seniors Short List (Confidential)
9. Silvera for Seniors Candidates (Confidential)
10. Calgary Sport and Major Events Committee Short List (Confidential)
11. Calgary Sport and Major Events Committee Candidates (Confidential)
12. **Confidential Distribution 1**

Department Circulation

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

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**City Clerks: C. Doi / K. Picketts**