

## Amendments to the 2026 Olympic and Paralympic Winter Games Council Committee Terms of Reference

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### EXECUTIVE SUMMARY

At the first meeting of the 2026 Olympic and Paralympic Winter Games (the “OPWG”) Council Committee (the “Committee”), held on 2018 May 01, the Members of the Committee reviewed the Terms of Reference (“TOR”). The Committee directed Administration to solicit the Members for further feedback. This report presents the proposed amendments to the Committee TOR.

### ADMINISTRATION RECOMMENDATIONS:

That the 2026 Olympic and Paralympic Winter Games Oversight Council Committee recommends that Council:

1. Rescind the 2026 Olympic and Paralympic Winter Games Council Committee Terms of Reference Terms as provided in Attachment 1; and
2. Adopt the proposed updated Terms of Reference for the 2026 Olympic and Paralympic Winter Games Oversight Council Committee as provided in Attachment 2.

### PREVIOUS COUNCIL DIRECTION / POLICY

At its 2018 May 01 Meeting, Committee directed Administration to consult with the Members to obtain their views on revisions to the Committee TOR:

*“That the 2026 Olympic and Paralympic Winter Games Council Committee:*

*1. Recommend that Council amend the 2026 Olympic and Paralympic Winter Games Council Committee Terms of Reference as follows:*

- *in Section 4. Quorum, by deleting the words “3 members” following the words “50%, that is,” and substituting with the words “4 members”.*
- *in Section 7, by deleting the words “monthly and reports” following the words “The Committee reports”*

*2. Forward Verbal Report OPC2018-0582 as an item of Urgent Business to the 2018 May 07 Regular Public Hearing Meeting of Council; and*

*3. Direct Administration to solicit Committee Members’ views on updated Terms of Reference to return no later than 2018 May 15.”*

At its 2018 April 23 Regular Meeting, Council adopted the TOR for the Committee:

*“That Council:*

*Adopt the Proposed Terms of Reference for the 2026 Olympic and Paralympic Winter Games Council Committee as provided in Attachment 1;”*

### BACKGROUND

At its 2018 April 23 Regular Meeting, Council adopted the TOR for the Committee (Attachment 1). Council further amended the TOR to:

- revise the composition from “five” to “seven” members at its 2018 April 25 Strategic Meeting of Council;
- revise quorum from “3” to “4” members at its 2018 May 7 Public Hearing Meeting of Council; and

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- delete “monthly” from the reporting requirements to Council at its 2018 May 7 Public Hearing Meeting of Council.

At its 2018 May 01 Meeting, the Committee directed Administration to solicit feedback from the Members of Committee for proposed amendments to the TOR to return to Committee no later than 2018 May 15.

**INVESTIGATION: ALTERNATIVES AND ANALYSIS**

During 2018 May 02 to 08, the City Clerk’s Office solicited feedback from Members of the Committee on possible amendments to the Committee’s TOR. The feedback pertained to the following:

- Provide oversight on behalf of Council, the City of Calgary and the citizens of Calgary regarding the City’s potential participation in, and hosting of, a 2026 OPWG;
- Provide timely reporting to Council that is fair, balanced and informative and includes transparent and inclusive engagement processes;
- Receiving information in a timely manner with respect to other Orders of Government, Olympic Organizations and BidCo;
- Clarify meeting procedure and roles for the Chair, Vice-Chair, Members, non-Members and the City Manager;
- Include that the Committee will act in accordance with Council’s Ethical Conduct Policy;
- Meeting date, time and location; and
- Updating the Committee name to include “Oversight”.

After receiving feedback from the Members, the City Clerk’s Office consulted with Law and the OPWG Project Team to draft a new TOR (Attachment 2). The new TOR was drafted to emphasize the nimble and agile nature of the Committee and to provide the Committee the authority to approve actions, or make decisions, related to its Mandate, provided that any actions or decisions that materially affect the legal, business or financial risk for The City shall be forwarded to Council in a timely manner for a decision. It is recommended that the previously adopted TOR be rescinded due to the extent of the revisions.

**Stakeholder Engagement, Research and Communication**

All Members of the Committee were contacted to obtain feedback for proposed amendments to the TOR.

Law and the OPWG Project Team were engaged to draft the new TOR.

**Strategic Alignment**

This report aligns with Council’s priority of a well-run city: “Calgary’s government is open, responsive, accountable and transparent, delivering excellent services at a fair price. We work with our government partners to ensure we have the tools we need” (Action Plan 2015-2018).

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### **Social, Environmental, Economic (External)**

No social, environmental or economic impacts were identified.

### **Financial Capacity**

#### ***Current and Future Operating Budget:***

There are no current and future operating budget impacts.

#### ***Current and Future Capital Budget:***

There are no current and future capital budget impacts.

### **Risk Assessment**

Clearly articulating the mandate of the OPWG Oversight Council Committee will assist Council, Committee members, Administration, BidCo, other orders of government, the Olympic Organizations, and Calgarians in understanding the roles and responsibilities of the Committee relative to Council and others involved in assessing The City's potential participation in, and hosting of, the 2026 OPWG.

### **REASON FOR RECOMMENDATIONS:**

At its first meeting, the Committee reviewed its TOR. The Committee concluded that a more comprehensive TOR was required and directed Administration to solicit the Members of Committee for proposed amendments to the TOR.

### **ATTACHMENTS**

1. Attachment 1 – 2026 Olympic and Paralympic Winter Games Council Committee - Council adopted Terms of Reference; and
2. Attachment 2 – 2026 Olympic and Paralympic Winter Games Council Committee - Proposed Updated Terms of Reference
3. Attachment 3 – 2026 Olympic and Paralympic Winter Games Council Committee - Blacklined Proposed Updated Terms of Reference