

Options for Appointments to Standing Committees

Recommendation

That the February 3, 2020, Office of the City Manager report CR_7768, be received for information.

Previous Council/Committee Action

At the November 5, 2019, City Council meeting, the following motion was passed:

That Administration provide a report on options for appointments to Standing Committees following the changes in appointments to the Community Standards and Licence Appeal Committee.

Executive Summary

As of January 1, 2020, Councillors are no longer appointed to the Community Standards and Licence Appeal Committee. This change has impacted the Standing Committee roster, which aims to create an equitable balance of appointment opportunities and responsibilities for Councillors. This report provides options to address this change should Council want to.

Council may wish to redistribute current appointments to Standing Committees where members are appointed for their term of office. This can be done by motion.

Alternatively, Council may wish to increase the number of members on Standing Committees. This would require an amendment to Bylaw 18156, Council Committees Bylaw.

Report

Bylaw 19003, Community Standards and Licence Appeal Committee Bylaw, was passed at the September 10, 2019, City Council meeting, making Councillors ineligible to serve on the Community Standards and License Appeal Committee (CSLAC), effective January 1, 2020. This change has impacted the Standing Committee roster, which aims to create an equitable balance of appointment opportunities and responsibilities for Councillors. The following options may help to address any imbalance in Standing Committee membership.

Option 1: Redistribute Current Appointments

Attachment 1 sets out the number of Standing Committees of which each Councillor is a member. Most Councillors are members of three or four Standing Committees. The number of appointments is not necessarily related to workload, as the number of meetings and hours of meeting times vary for each Standing Committee (see Attachment 2).

City Council may wish to redistribute these appointments to achieve a greater balance in appointments. Administration does not recommend changing the approved roster for Executive Committee, Community and Public Services Committee or Urban Planning Committee, which was set to ensure that every Councillor had the opportunity to serve on each committee during a Council term for an equal amount of time. If Council wishes to make changes to the current appointments, it is recommended that they do so for Standing Committees where members are appointed for their term of office. These changes can be made by motion.

Option 2: Add Members to Existing Standing Committees

Changes to the number of members on each Standing Committee would require an amendment to Bylaw 18156, Council Committees Bylaw. This could be done in conjunction with an Administration-driven review of Council Committees Bylaw 18156, which will be returning to Executive Committee in the second quarter of 2020. Bylaw 18156 has been in place for two years and it is good practice to conduct a review at this point.

Adding additional Councillors to Executive Committee, Community and Public Services Committee or Urban Planning Committee is not recommended as it would lead to Councillors serving on more than one of these Committees at a time, resulting in a significant increase in the number of meetings a Councillor attends and their hours of meeting time.

Utility Committee has four members. Adding one appointment is feasible and in line with average Committee size. The number of meetings and hours of meeting time are comparable to Community Standards and License Appeal Committee.

Inter-municipal and Regional Development Committee has five members. Adding a member to this Committee would result in a larger than average membership, as well as leading to an even number of members, which could result in an increase in tie votes. The number of meetings and hours of meeting time are lower than the annual averages for Community Standards and License Appeal Committee.

Audit Committee currently has five Council members and two public members. The addition of a Councillor appointment may be seen as diminishing the impact of the

public membership and result in a larger than average Committee. It would also result in an even number of members, which could result in an increase in tie votes. The number of meetings and hours of meeting time are comparable to the Community Standards and License Appeal Committee.

City Manager and City Auditor Performance Evaluation Committee, which has three members, has the capacity for increased membership. The number of meetings and hours of meeting time are lower than the annual averages for Community Standards and License Appeal Committee.

Corporate Outcomes and Performance Management

Corporate Outcome(s): Condition of Success			
Outcome(s)	Measure(s)	Result(s)	Target(s)
The appointment of Councillors to Standing Committees ensures good governance and supports the internal organization of Council.	Council appointments are balanced and equitable.	TBD	A more equitable Standing Committee workload distribution.

Attachments

1. Number of Standing Committees Per Council Member
2. Meeting Statistics