

Council Committee Annual Reports

Recommendation

That a one-time exemption from the requirement for Civic Agencies to report annually to City Council, as set out in section 5(b) of City Policy C575C (Agencies, Boards, Committees and Commissions), be granted for Advisory Committees, as listed in Attachment 1 of the November 2, 2020, Office of the City Clerk report OCC00118 and that the Advisory Committee annual reports originally scheduled for 2020, be presented at the same time as the annual reports in 2021.

Executive Summary

City Council is asked to grant a one-time exemption from the requirement for Advisory Committees to report annually to City Council, due to the COVID-19 pandemic. If the exemption is granted, Advisory Committees would report on both their 2019 and 2020 activities in 2021.

Report

In accordance with section 5(b) of City Policy C575C (Agencies, Boards, Committees and Commissions), City Agencies, including Advisory Committees, are required to report annually to City Council on the following:

- activities
- annual work plan aligned to strategic objectives and mandate
- budget information.

At the June 14, 2017, City Council meeting, the following motion requiring Advisory Committees to report to Council at evening meetings was passed:

2. That commencing in early 2018 City Council meet annually with council advisory committees, at meetings that go into the evening to accommodate the members of committees, for the purpose of reviewing committee activities and workplans for the previous year, discussing activities for the coming year, sharing City Council's 2017-2021 priorities, and provide any additional direction needed.

Reporting from Advisory Committees in 2020 was scheduled to occur on April 22 and May 6, 2020. However, due to the pandemic, these meetings were cancelled. A one-time exemption is now sought to delay this year's reporting to next year.

Council meetings are scheduled on April 14 and May 5, 2021, to hear from Advisory Committees. Administration recommends that both this year's and next year's reporting occur at these meetings.

Should it be the will of Council to hear from Advisory Committees before the end of the year, Administration would return to the next regular City Council meeting with possible meeting dates.

Attachments

1. 2020 Civic Agencies by Classification