

Governance Working Group Report

1st Meeting of the Governance Working Group
May 17, 2023

PRESENT: Councillors S. Lewis (Chair), H. McAlister, P. Cuddy, S. Stevenson, J. Pribil, S. Trosow, A. Hopkins, S. Franke, D. Ferreira, S. Hillier

ABSENT: C. Rahman

ALSO PRESENT: S. Corman, K. Huckabone, J. Raycroft, B. Westlake-Power

Remote Attendance: Councillor E. Peloza; L. Livingstone, A. Barbon, E. Bennett, M. Schulthess

The meeting is called to order at 9:03 AM; it being noted that Councillor S. Hillier was in remote attendance.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

1.2 Election of Chair and Vice Chair

That Councillor S. Lewis and Councillor S. Franke, BE ELECTED as the Chair and Vice Chair, respectively, for the term ending November 30, 2023.

Motion Passed

Additional votes:

Moved by: S. Lewis

Seconded by: S. Stevenson

That Councillor S. Lewis BE ELECTED as Chair of the Governance Working Group, for the term ending November 30, 2023.

Motion Passed

Moved by: S. Franke

Seconded by: D. Ferreira

That Councillor S. Franke BE ELECTED as Chair of the Governance Working Group, for the term ending November 30, 2023.

Motion Passed

1.3 Establishment of GWG Meeting Dates and Times

Moved by: S. Franke

Seconded by: D. Ferreira

That the next meeting date of the Governance Working Group BE SET for Monday, June 26, 2023 at 1:00 PM, in Committee Room #5.

Motion Passed

2. Consent Items

2.1 Council Resolution Dated April 25, 2023 Re: Governance Working Group

Moved by: P. Cuddy

Seconded by: S. Stevenson

That the Council resolution dated April 25, 2023, concerning the referral of matters to the Governance Working Group for discussion and for potential recommendation(s) back to the Strategic Priorities and Policy Committee BE RECEIVED for information.

Motion Passed

3. Items for Discussion

3.1 2024 Standing Committee Meetings and Annual Meeting Calendar

Moved by: P. Cuddy

Seconded by: D. Ferreira

That the following actions be taken with respect to the 2024 Standing Committee and Council Calendar:

a) the Civic Administration BE DIRECTED to draft a 2024 meeting calendar with the following parameters:

i) week 1 - Monday - CPSC - 1 PM

Tuesday - CWC - 9:30 AM

CSC - 1 PM

ii) week 2 - Monday - Planning - 1 PM

Tuesday - SPPC - 1 PM

iii) week 3 - Tuesday - Council - 1 PM

b) the above-noted draft 2024 calendar BE PROVIDED to the Senior Leadership Team for their feedback; and,

c) the Senior Leadership Team comments BE PROVIDED to the Governance Working Group at their next meeting.

Motion Passed

3.2 Management of In Camera Items at Municipal Council Meetings

Moved by: S. Stevenson

Seconded by: A. Hopkins

That the following actions be taken with respect to meetings in closed session at standing committee and Council meetings:

a) the practice of relocating the Council/Standing Committee members and appropriate staff, during closed session parts of a meeting, BE REIMPLEMENTED; it being noted that hybrid meeting attendance in closed session will be accommodated; it being further noted that this will allow for the public to remain in the Council Chambers during the closed session; and,

b) the Civic Administration BE DIRECTED to report back with respect to closed session meeting participation best practices that may be the subject of a Council Policy; it being noted that this may be incorporated in the report related to virtual meeting participation forthcoming to committee.

Motion Passed

3.3 Council Members' Expense Account Policy

Moved by: S. Stevenson
Seconded by: H. McAlister

That the Civic Administration BE DIRECTED to report back to the Governance Working Group with respect to the following potential changes to the Council Members' Expense Account Policy:

- a) changes to part 4.2 c) vii) related to hosting ward events that will provide additional flexibility and discretion for individual council members in terms of facility use and locations;
- b) incorporation of permissive language with respect to opportunities for partnerships for council members related to engagement opportunities; and,
- c) a review and recommendations related to updating existing expenditure annual limits and specific expense amounts that currently exist within the policy.

Motion Passed

3.4 Appointment of Council Members to Standing Committees of Council and Various Civic Boards and Commissions Policy

Moved by: P. Cuddy
Seconded by: A. Hopkins

That the following actions be taken with respect to Appointment of Council Members to Standing Committees of Council and Various Civic Boards and Commissions Policy:

- a) the Civic Administration BE DIRECTED to report back on potential policy changes, specific to Standing Committee appointments, that would compel individual members to make complete submissions for appointment consideration, as well as compelling complete selections during any selection process; it being noted that the intention of any such changes would be to facilitate better distribution of work amongst all members;
- b) additional discussion related to appointments to Civic Boards and Commissions BE REFERRED to a future meeting of the GWG; it being noted that additional information with respect to the participation requirements of these boards and commissions will be compiled; and,
- c) consideration BE GIVEN to the provision of a summary document from individual Council members that would provide information related to time requirements and commitments of participating on a board/commission.

Motion Passed

3.5 Current Council Policies

Moved by: D. Ferreira
Seconded by: S. Stevenson

That item 3.5, Current Council Policies, BE REFERRED to the next meeting of the Governance Working Group (GWG) for consideration; it being noted that the GWG requested that related previous staff reports and any environmental scan information be provided at the same meeting.

Motion Passed

3.6 Potential New Council Policies

Moved by: D. Ferreira

Seconded by: S. Stevenson

That item 3.6, Potential New Council Policies, BE REFERRED to the next meeting of the Governance Working Group for consideration; it being noted that the Governance Working Group requested that related environmental scan information be provided at the same meeting.

Motion Passed

4. Deferred Matters/Additional Business

Moved by: A. Hopkins

Seconded by: H. McAlister

That the matter of a ward boundary review BE REFERRED to the Governance Working Group (GWG) for consideration; it being noted that the GWG requested that the most current ward and census information be provided at the next meeting of the GWG.

Motion Passed

5. Adjournment

Moved by: S. Franke

Seconded by: D. Ferreira

That the meeting BE ADJOURNED.

Motion Passed

The meeting adjourned at 1:59 PM.