

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON SEPTEMBER 10, 2013
FROM:	CATHY SAUNDERS CITY CLERK
SUBJECT:	AMENDMENT TO COUNCIL POLICY 5(16) GENERAL POLICY FOR ADVISORY COMMITTEES

RECOMMENDATION

That, on the recommendation of the City Clerk, the attached proposed by-law (Appendix “A”) **BE INTRODUCED** at the Municipal Council meeting on September 17, 2013 to delete and replace section 3 of Council Policy 5(16) entitled “General Policy for Advisory Committee” in order to delegate the acceptance and processing of resignations from Advisory Committees to the City Clerk.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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None.

BACKGROUND

As part of its ongoing efforts to identify opportunities for streamlining Council processes, the City Clerk’s Office has suggested that it would be a more efficient use of Council Members’ time if the City Clerk accepted and processed resignations from Advisory Committees, rather than placing the resignations on a Committee agenda for approval by the Municipal Council. The attached proposed by-law amends the Municipal Council’s “General Policy for Advisory Committees”, in order to delegate the authority for accepting and processing resignations from Advisory Committees to the City Clerk. The City Clerk will continue to work with the Mayor’s Office to issue a formal letter of appreciation from the Mayor, on behalf of the Municipal Council, to resigning Advisory Committee members.

RECOMMENDED BY:
CATHY SAUNDERS CITY CLERK

APPENDIX “A”

Bill No.
2013

By-law No. A.-

A by-law to amend section 3 of Council Policy 5(16) entitled “General Policy for Advisory Committees”.

WHEREAS section 5(3) of the *Municipal Act, 2001* S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS the Municipal Council of The Corporation of the City of London wishes to delete and replace section 3 “Resignations and Appointments” of Council Policy 5(16) entitled “General Policy for Advisory Committees”, in order to delegate the authority to accept and process resignations from Advisory Committees to the City Clerk;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. Section 3 “Resignations and Appointments” of Council Policy 5(16) entitled “General Policy for Advisory Committees” is hereby deleted and replaced with the following new section 3 in order to delegate the acceptance and processing of resignations from Advisory Committees to the City Clerk.

“3. Resignations and Appointments

Advisory committee members wishing to resign their appointment mid-term shall submit their resignation in writing to the City Clerk. When the resignation is accepted by the City Clerk, the City Clerk shall also consider the need to replace the advisory committee member, having regard to the remaining composition of the advisory committee, the current workload of the advisory committee and the length of time remaining in the Council term. If the City Clerk deems it advisable to replace the advisory committee member, then vacancies for citizen-at-large advisory committee members shall be publicly advertised and residents of the Municipality shall be invited to apply to fill the vacancy. Vacancies for advisory committee members who represent a particular organization/agency shall be nominated by that organization/agency. All advisory committee appointments occurring mid-term shall be recommended by the committee mandated with that task by the Municipal Council, for consideration by the Municipal Council. Individuals who are unsuccessful in being appointed to an advisory committee at the beginning of a Council term shall be notified by the City Clerk of any vacancies that arise on the advisory committee to which they applied during that term, and be given an opportunity to re-apply for the vacancy.

Commencing with the 2014 Council term, the City Clerk shall, in the month of September immediately preceding the new Council term, invite applications for a Striking Committee being established by the Municipal Council to nominate appointments to advisory committees at the beginning of each new Council term.

The Striking Committee shall be comprised of the following voting members and will be provided secretariat support by a Committee Secretary designated by the City Clerk:

- 1 Past Member of the London Diversity and Race Relations Advisory Committee
- 1 Representative of Pillar Non-Profit Network
- 1 Representative of the Urban League of London
- 1 Representative of the London and District Labour Council
- 1 Representative of the London Chamber of Commerce
- 1 Former Member of London Municipal Council
- 2 Citizens-at-Large selected by the outgoing Municipal Council

The Strategic Priorities and Policy Committee shall meet in advance of the last Council meeting of a Council term to review the applications for Striking Committee and nominate appointees for the Municipal Council's consideration by no later than the last regular Council meeting of the Council term.

Vacancies for citizen-at-large advisory committee members shall be publicly advertised. All advisory committee appointments to be made at the commencement of a Council term shall be recommended by the Striking Committee for consideration by the Strategic Priorities and Policy Committee and recommendation to the Municipal Council. The Striking Committee may, at its discretion, liaise with the outgoing advisory committee chairs with respect to the qualifications of any returning applicants. The City Clerk shall advise the Striking Committee of any considerations with respect to the attendance history of applicants, and any other relevant information that may assist the Striking Committee in its review of the applicants. Individuals who are unsuccessful in being appointed to an advisory committee at the beginning of a Council term shall be notified by the City Clerk of any vacancies that arise during that term, on the advisory committee to which they originally applied and be given an opportunity to re-apply for that advisory committee. All applications shall be sought and handled in keeping with the Council Policy established to set the guidelines for same and where a Provincial Statute prescribes the type of appointments to be made by the City to an advisory, the Statute shall be complied with."

- 2. This by-law shall come into force and effect on the day it is passed.

PASSED in Open Council on September 17, 2013.

Joe Fontana
Mayor

Catharine Saunders
City Clerk