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April 26, 2023

Chair and Members  
Governance Working Group

I hereby certify that the Municipal Council, at its meeting held on April 25, 2023 resolved:

That the Civic Administration BE DIRECTED to call the first meeting of the Governance Working Group no later than May 18, 2023 and the following matters BE REFERRED to the Governance Working Group for discussion and for potential recommendation(s) back to the Strategic Priorities and Policy Committee:

- a) discussion related to the management of In Camera items at the Municipal Council meetings; it being noted that the current practice requires that the Council Chambers be vacated by the public immediately following the Call to Order of the Council meeting;
- b) discussion with respect to potential changes and/or clarification of the Council Members' Expense Account Policy, specifically related (but not necessarily limited) to permitting a Councillor to host community engagement and/or community building events that include recreational and/or social components at City-owned and operated facilities and other civic spaces;
- c) consideration of the development of new Council policies related to:
  - i) participation requirements for individual Council members related to the City's Agencies, Boards and Commissions, and compensation incentives for 'uneven' workloads and standing committee participation expectations by individual Council members, including a requirement that members rank all committees in terms of preference; it being noted that any associated change may require an update to the Selection Process Policy for Appointing Members to Committees, Civic Boards and Commissions;
  - ii) establishment of an appointment of Budget Chair Policy that would include a recommended additional stipend for the role;
  - iii) establishment a new Council Policy related to formalization of a training and onboarding process for new Councillors at the beginning of the term;
- d) consideration of revisions to the following existing Council policies:
  - i) the Appointment of Deputy Mayor Policy to add formality to certain job duties for the position and to consider additional compensation (or stipend) for the position of the Deputy Mayor;
  - ii) the Remuneration for Elected Officials and Appointed Citizen Members Policy, to provide for the establishment of a new full-time compensation model for Councillors, for the start of the 2026 Municipal Council term, as well as a draft terms of reference for an independent task force to review and consult with the public with respect to same; it being noted that this may require additional revisions to associated Council Policies, such as Discussion of Remuneration for Elected Officials and Individuals Appointed by

City Council to serve on its Committee or a Local Agency, Board or Commission Policy;

e) undertake a review of the appointment process for Boards, Agencies, and Commissions, with regard to the filling of vacancies during a council term including but not limited to:

i) the potential for ABCs to review and identify recommended candidates based on their skill needs;

ii) providing an evaluation matrix tool to assist Councillors in reviewing applications; and,

iii) consideration of an interview process. (5.2/14/SPPC) (2023-C12)



M. Schulthess  
City Clerk  
/hw

cc: A. Bush, Administrative Assistant, Administration and Protocol  
E. Skalski, Manager, Records and Information Services