



BY-LAW NUMBER 2018-

**A By-law of The Corporation of the City of Barrie to amend
By-law 2013-072, being a by-law to govern the proceedings
of Council.**

WHEREAS Section 238 of the *Municipal Act*, S.O., as amended requires the Council of every municipality to pass a by-law for governing the calling, place and proceedings of meetings;

AND WHEREAS by motion 18-G-229 the Council of The Corporation of the City of Barrie deems it expedient to amend By-law 2013-072 as amended, being a by-law to govern the proceedings of Council;

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

1. **THAT** all references of "Acting Mayor" within the By-law be deleted and replaced with "Deputy Mayor".

2. **THAT** Section 1.15 under Definitions be deleted and replaced with the following:

"1.15 "Open Delegation" means a person or organization who wishes to address a Reference Committee of City Council to share their insights and comments concerning subjects of community interest, where such subjects are within the jurisdiction of City Council."

3. **THAT** Section 4.7 be deleted and replaced with the following:

"4.7 The Clerk shall have prepared and printed for the use of members at the regular meeting of Council an agenda under the following headings:

1. Calling of the Council to Order
2. Playing of the National Anthem
3. Reading of Land Acknowledgment
4. Student Mayor(s)
5. Confirmation of The Minutes
6. Awards and Recognition
7. Deputation(s) on Committee Reports
8. Tax Applications
9. Communications
10. Committee Reports
11. Deferred Business
12. Direct Motions
13. Presentations
14. Enquiries
15. Announcements
16. By-laws
17. Adjournment.

4. **THAT** Section 8.16 be added as follows:

"8.16 Section 8.15 shall not apply to a reconsideration related to a decision or request of the Local Planning Appeal Tribunal."

5. **THAT** "Schedule "A" – Reference Committees" of By-law 2013-072 be repealed and replaced with "Schedule "A" – Reference Committees" attached hereto and forming part of this by-law.
6. **THAT** "Schedule "B" – Special and Advisory Committees" of By-law 2013-072 be repealed and replaced with "Schedule "B" – Special and Advisory Committees" attached hereto and forming part of this by-law
7. **THAT** this By-law shall come into force and effect immediately upon the final passing thereof.

READ a first and second time this 17th day of December, 2018.

READ a third time and finally passed this 17th day of December, 2018.

THE CORPORATION OF THE CITY OF BARRIE

MAYOR – J. R. LEHMAN

CITY CLERK – WENDY COOKE

**Schedule “A”
Reference Committees**

1. The general duties of all the Reference Committees of the Council shall be as follows:
 - a) To report to the Standing Committee whenever desired by the Standing Committee, and as often as the interests of the Corporation may require, on all matters connected with the duties imposed on them respectively, and to recommend such action by the Standing Committee in relation thereto as may be deemed necessary;
2. The Reference Committees of Council shall be:
 - a) City Building Committee; and
 - b) Finance and Corporate Services Committee
3. In addition to the Mayor, the number of members of the Reference Committee shall be as follows:

a) Finance and Corporate Services Committee	five
b) Infrastructure, Investment and Development Services Committee	five

Members who are absent for three (3) consecutive meetings without permission from of the Committee shall be removed from the Committee membership.

Mandates:

4. City Building Committee

The duties of the City Building Committee shall be to study and report to the General Committee on matters referred to within the following subjects:

Infrastructure, investment and development matters including land and property development and use, property standards, street names, building standards, zoning, plumbing and building inspections, planning services (policy planning, development control, growth management, development policies and standards, housing policy, subdivision services, and heritage properties), City Centre revitalization, Infrastructure planning, design, and construction (roads, water, sanitary and storm sewers), Business Development – retention, attraction, and expansion services, Creative Economy, and transportation (roads maintenance, traffic management, transit operations, rail, and airport services).

Operational matters including, parks operations, environmental (water supply, treatment and distribution, wastewater collection and treatment, environmental investigation and response and waste management) and parking operations.

5. Finance and Corporate Services Committee

The duties of the Finance and Corporate Services Committee shall be to study and report to the General Committee on matters referred to within the following subjects:

Corporate sustaining matters including financial (capital and operating budgets, revenue and taxation, financial policies, procurement and audit functions), legal, real estate, risk management, information technology, legislative, court, human resources, accessibility, health and wellness, communications, history and archives, corporate facility management, licensing services, intergovernmental, service and community partner relations, fire prevention, operations and training, community emergency management, recreation, seniors, youth, by-law enforcement services, customer service.

Conduct of Reference Committees

6. The Reference Committee shall consider and make recommendations to the appropriate Standing Committee on the reports of the Advisory Committees. When considering the reports and recommendations of an Advisory Committee, the Reference Committee may receive and make recommendations to the Standing Committee as to the disposition of such matters as are contained therein provided that such minutes and recommendations are attached as an appendix to the original minutes of the Reference Committee.
7. A Reference Committee may, in consideration of a matter before it, request a reasonable amount of information from staff, authorized consultants or Advisory Committees, but may not specify what recommendations, if any, they are to make.

8. A Reference Committee shall adhere, in the transaction of all business to the rules prescribed by the by-laws of the Council.
9. Whenever, at the conclusion of the last meeting, there is any undisposed of matter on the agenda, to forward such matter to the incoming Committee of the following year for consideration.
10. A Reference Committee may refer or defer a matter without Council approval.
11. A Reference Committee may direct staff as it relates to a request for further information without Council approval.
12. A Reference Committee may consider new business that has not been referred to it by Council if the subject of the business falls with its associated mandate and the Terms of Reference approved by Council.
13. Neither the Committee nor any member thereof shall pledge the credit of the City in any manner whatsoever, nor shall the Committee or any member thereof authorize any expenditure nor appropriate or expend public monies in any manner unless authorized by Council.

Open Delegations

14. Persons who wish to appear as a delegation at a Reference Committee shall submit a request to the Clerk in writing for approval, no later than two weeks prior to the proposed Reference Committee meeting, identifying their name and the matter to be discussed.
15. An Open Delegation shall be restricted to a single subject matter.
16. The subject matter of a delegation shall be of a community interest and shall not utilize the delegation opportunity to promote a specific business.
17. A person addressing a Reference Committee shall not utilize profane or offensive words or insulting expressions and shall not impugn the reputation of any individual or member.
18. The City Clerk shall be authorized to refuse an Open Delegation request where the topic of the Open Delegation relates to:
 - a) A subject matter that Section 239 of the Municipal Act, 2001, permits a meeting or part of a meeting to be closed to the public;
 - b) Promotes a specific business;
 - c) Is not of community interest;
 - d) Is not within the jurisdiction of City Council; or
 - e) May impugn the reputation of any individual or member.
19. Notwithstanding the provisions related to the timing of submissions of Open Delegation and the authority to refuse an Open Delegation related to a subject matter that Section 239 of the Municipal Act permits a meeting or part of a meeting to be closed to the public (closed delegation), an individual may submit a request to the Reference Committee for an opportunity to provide information to the Reference Committee in a meeting or portion of a meeting that is closed to the public. Such request may be submitted at the start of the meeting. The decision to hear from an individual regarding a matter in a closed session, shall be subject to the topic adhering to the criteria for a closed meeting under Section 239 of the Municipal Act, 2001, majority approval of a motion or resolution to hold the closed session and the resolution stating the general nature of the matter to be considered in the closed session.
20. A maximum of four (4) delegations will be permitted at each meeting and delegations shall be scheduled in consultation with the Chair of the appropriate Reference Committee, with due consideration to the date and time of the submission of the delegations request.
21. A person shall only be entitled to appear as a delegation, a maximum of one (1) time every three (3) months.
22. A maximum of five (5) minutes shall be permitted for each delegation and each delegation shall only be permitted to speak to the matter listed on their delegation request.
23. Following each delegation, Members of Committee may ask questions of the delegate.

**Schedule “B”
Special and Advisory Committees**

MANDATE AND DUTIES OF SPECIAL AND ADVISORY COMMITTEES

1. **Accessibility Advisory Committee**
To champion issues related to the provision of an accessible community on behalf of all Barrie’s citizens.
2. **Active Transportation and Sustainability Advisory Committee**
To promote the facilitation of active transportation initiatives, the protection, maintenance and awareness of the environment within the community and to provide advice concerning environmental policy, planning and sustainability.
3. **Community Safety Well-Being Advisory Committee**
To develop a safety and well-being plan for the City of Barrie in accordance with the provisions of the Safer Ontario Act.
4. **Communities in Bloom Committee**
To help facilitate the development of Barrie, in the Communities in Bloom National Municipal Beautification contest, with a focus on flowers, landscaping, gardens, beautification and environmental awareness.
5. **Heritage Barrie**
To establish the criteria for the evaluation of properties of architectural or historical value and prepare and maintain a list of all properties worthy of conservation under the Heritage Act.

To recommend to Council heritage and conservation programs worthy of consideration by the City and to provide information to property owners about the preservation of heritage properties.

To provide advice and recommendations regarding the protection of historic neighbourhoods and coordinate the implementation of the Historic Neighbourhoods Strategy.
6. **International Relations Committee**
To co-ordinate and enhance the City of Barrie’s relationships with international communities for the benefit of the social, economic, educational and cultural development of our citizens and our community. The specific objectives are achieved through the work of the individual sub-committees.
7. **Municipal Elections Compliance Audit Committee**
The powers and functions of the Municipal Election Compliance Audit Committee are established in accordance with subsection 81 of the Municipal Elections Act, 1996.
8. **Order of the Spirit Catcher Award**
To review all nominations for the Order of the Spirit Catcher Award (Adult and Youth) and determine the recipient(s) of the Award.
9. **Seniors Advisory Committee**
To represent and provide advice on Barrie seniors’ perspectives on municipal matters related to:
 - a) Seniors Housing and related planning matters;
 - b) Transportation; and
 - c) Communications and Civic Participation by seniors

10. **Sport Event/Facilities Advisory Committee**

To represent and provide advice on matters related to:

- a) The consideration of proposals by sports organizations/groups for new competitive/elite facilities, as well as new major sports events and tournaments; and
- b) The development of community partnerships with stakeholders such as Tourism Barrie, the Greater Barrie Chamber of Commerce, and the Barrie BIA related to the promotion of major sports events and tournaments within the community.

11. **Town and Gown Committee**

To develop and enhance relationships, communications, and policies between Georgian College students, the City and the community.

12. The Special and Advisory Committees listed below shall report as follows:

Committee	Reports To
Accessibility Advisory Committee	Finance and Corporate Services Committee
Active Transportation and Sustainability Committee	City Building Committee
Communities in Bloom Committee	City Building Committee
Community Safety and Wellbeing Committee	Finance and Corporate Services Committee
Heritage Barrie	City Building Committee
International Relations Committee	Finance and Corporate Services Committee
Municipal Elections Compliance Audit Committee	General Committee
Order of the Spirit Catcher Award Committee	General Committee
Seniors Advisory Committee	Finance and Corporate Services Committee
Sport Events/Facilities Advisory Committee	Finance and Corporate Services Committee
Town and Gown Committee	Finance and Corporate Services Committee

13. A Member who is absent for three (3) consecutive meetings without permission from of the Committee will be removed from the Committee.

14. Neither the Committee nor any member thereof shall pledge the credit of the City in any manner whatsoever, nor shall the Committee or any member thereof authorize any expenditure nor appropriate or expend public monies in any manner unless authorized by Council.

15. An Advisory Committee may consider new business that has not been referred to it by Council if the subject of the business falls with the mandate as described and the Terms of Reference approved by Council.