



TO:	GENERAL COMMITTEE
SUBJECT:	STRUCTURE OF COMMITTEES OF COUNCIL AND PROCEDURAL BY-LAW UPDATES
PREPARED BY AND KEY CONTACT	W. COOKE, CITY CLERK/DIRECTOR OF LEGISLATIVE AND COURT SERVICES, EXT. 4560
SUBMITTED BY:	W. COOKE, CITY CLERK/DIRECTOR OF LEGISLATIVE AND COURT SERVICES
GENERAL MANAGER APPROVAL:	D. MCALPINE, GENERAL MANAGER OF COMMUNITY AND CORPORATE SERVICES
CHIEF ADMINISTRATIVE OFFICER APPROVAL:	M. PROWSE, CHIEF ADMINISTRATIVE OFFICER

RECOMMENDED MOTION

1. That in accordance with Mayor, A. Nuttall's recommendations,
 - a) The Reference Committee and Advisory Committee structure attached as Appendix "A" to Staff Report LCS007-22, be approved;
 - b) The Chairs and memberships to the Committees attached as Appendix "B" to Staff Report LCS007-22, be approved;
 - c) Planning Act Public Meetings be held at the Affordability Committee;
 - d) Consideration of Planning Act applications matters related to development applications be considered by General Committee; and
 - e) The Planning Committee be dissolved to allow for increased flexibility of scheduling additional meetings as required to address Planning and other Corporate matters.
2. That the City Clerk be authorized to make amendments to Procedural By-law 2019-100 to address the new committee structure and changes.
3. That a Mayor's Priority and Planning Task Force be established as identified in the Memorandum from Mayor Nuttall attached as Appendix "C" to Staff Report LCS007-22.
4. That the Legislative and Court Services Department be authorized to advertise for external candidates for appointment to those committees for which advertisements have not previously been circulated as identified in Appendix "D" to Staff Report LCS007-22.

PURPOSE & BACKGROUND

5. This Report is being presented by the City Clerk, on behalf of Mayor Alex Nuttall for the purpose of presenting his recommendations for the Reference and Advisory Committee Structure for the 2022-2026 Term of Council as well as changes to addressing Planning Act application Public Meetings and consideration of the associated development applications.

ANALYSIS

Reference Committees

6. In general, the role of a Reference Committee is to provide advice and guidance to City Council (through General Committee) on the direction and nature of policy development and to complete fact finding and detailed analysis of the matters before the Reference Committee. Reference Committees deal with matters within the duties of the individual Committee, matters referred to it by City Council, and/or items of an Advisory Committee that reports to it. The business dealt with by each Reference Committee must fall within the duties of the Reference Committee under the Procedural By-law.
7. General Committee met on Saturday, December 3, 2022, to determine Council's Strategic Priorities for the 2022-2026 Term of Council. The priorities are as follows (pending final Council approval on December 14, 2022):
 - Affordable Place to Live
 - Community Safety
 - Thriving Community
 - Infrastructure Investments
 - Responsible Governance
8. Mayor Nuttall has proposed a reference committee structure with four (4) committees, each composed of two to three members of City Council (plus the Mayor and Deputy Mayor as ex-officio members). The Reference Committee and Advisory Committee Structure recommended as further outlined in Appendix "A" of Staff Report LCS007-22 aligns with these priorities.
9. The proposed Reference Committees are slightly smaller in membership than past years. However, as in the past, all members of Council will be invited to attend these meetings and participate in Reference Committees as non-voting members.
10. Mayor Nuttall has also provided recommendations for the Chairs of the Advisory Committees as well as any additional council membership as outlined in the proposed Committee mandates.
11. The current Advisory Committees will remain at this time with the exception of the Seniors Advisory Committee. Due to the synergies with the Accessibility Advisory Committee, as well as internal feedback and completion of the Age Friendly Plan, these two committees will be merged. The proposed mandate of this Committee would be:
 - To champion issues related to the provision of an accessible community on behalf of all Barrie's citizens
 - To represent and provide advice on seniors' perspectives on municipal matters
12. Reference and Advisory Committees generally occur monthly or as required depending on the business that is at hand for the Committees to consider. A schedule of these meetings will be established with the Clerk and the Chairs. The Clerk in consultation with the Chairs will cancel or schedule extra meetings as required.

13. Advertisements for citizen participation for the non-discretionary committees are detailed in Appendix "D" to Staff Report LCS007-22. It is recommended that the Clerk commence this process.

Committees

14. Attached as Appendix "B" to Staff Report LCS007-22 is a listing of all of the proposed appointments of Council members to Committees as well as the proposed Committee Chairs. There are minor changes to appointments previously approved by Council through motion (22-G-168) on November 30, 2022. These changes are highlighted in the Appendix.

Mayor's Priorities and Planning Task Force

15. Mayor Nuttall is recommending the establishment of a Mayor's Priority and Planning Task Force. The purpose and mandate of this Task Force is discussed in the Memorandum from Mayor Nuttall attached as Appendix "C" to Staff Report LCS007-22.

Planning Committee

16. Given all the recent legislative changes through Bill 23 and 109, Planning Act applications will need to be dealt with in a more expeditious manner.
17. It is recommended that the Planning Act Public Meetings be moved to the Affordability Committee. The Advisory Committees have fewer members, so there is more flexibility in scheduling additional meetings to conduct Planning Act Public meetings as a quorum of Council is not required.
18. It is also recommended that staff reports associated with development applications would now be considered by General Committee. Again, this provides flexibility in scheduling additional meetings as required to address these staff reports as well as other matters that are not planning in nature.

Procedural By-law Updates

19. In order to facilitate the changes to the Committee structure proposed, it is recommended that the Clerk be authorized to make the applicable by-law changes to implement the new Committee structure. The proposed by-law will be presented on a future City Council agenda, once finalized.

ENVIRONMENTAL AND CLIMATE CHANGE IMPACT MATTERS

20. There are no environmental or climate change impact matters directly related to the recommendation concerning the structure of committees and appointment of members of Council to the Committees.

ALTERNATIVE(S)

21. The following alternatives are available for consideration by General Committee.

Alternative #1: No alternatives are being presented as the recommendations are those of Mayor Nuttall.

FINANCIAL

22. Currently, the average amount of staff hours required to support each Reference and Advisory Committee varies according to the frequency, timing and amount of agenda material required for each committee meeting. At this time, it is not anticipated that the proposed changes will result in additional resource requirements related to Committee support. However, staff will report back on additional resourcing to support the new Committee structure, as required.

LINKAGE TO 2022-2026 COUNCIL STRATEGIC PLAN

23. The content of this Report is linked to all of the 2022-2026 Council Strategic Priorities that are pending final approval by Council, as the proposed Committee structure directly aligns with Council's priorities.

APPENDIX “A”

Reference Committee Structure

All Reference Committees report to General Committee, then Council

*****Mayor and Deputy Mayor are ex-officio members to all Reference Committees**

<p>Order of the Spirit Catcher</p>	<p>To award the Order of the Spirit Catcher and Youth Spirit Catcher recipients.</p>
<p>Affordability (2 members)</p>	<p>Strategic vision:</p> <ul style="list-style-type: none"> • Encourage a range of housing options to make housing attainable • Open for business environment to help encourage job creation • Develop and attract talent to support our employers <p>Duties of the Committee to study and report to the General Committee on matters within the following subjects: development matters including land and property development and use, 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, Business Development – retention, attraction, business licensing.</p> <p>Advisory Committee(s) reporting into the Committee: Heritage Barrie</p>
<p>Community Safety (2 members)</p>	<p>Strategic vision:</p> <ul style="list-style-type: none"> • Support neighbourhood safety and crime prevention • Address speeding and aggressive driving to ensure street and pedestrian safety • Work with our partners to implement the community safety and well being plan • Support community-based policing initiatives • Create and foster programs and opportunities to support community wellness <p>Duties of the Committee to study and report to the General Committee on matters within the following subjects: fire prevention, operations and training, community emergency management, recreation, seniors, youth, by-law enforcement services, parking operations, property standards, creative economy, health and wellness and City Centre Revitalization.</p> <p>Advisory Committee(s) reporting to the Committee: Seniors and Accessibility Advisory Committee Town and Gown Committee</p>

<p>Infrastructure and Community Investment (3 members)</p>	<p>Strategic vision</p> <ul style="list-style-type: none"> • Make it easier to move around the city • Fix roads that need attention • Update and improve infrastructure • Support active transportation and pedestrian connections • Implement climate action plans • Foster growth in arts and culture • Expand and maximize access to parks and recreation opportunities • Continue to support a vibrant downtown <p>Duties of the Committee to study and report to the General Committee on matters within the following subjects: corporate facility management, parks operations, environmental (water supply, treatment and distribution, wastewater collection and treatment, environmental investigation and response and waste management), and transportation services, and transportation (roads maintenance, traffic management, transit operations, rail, and airport services), Infrastructure planning, design, and construction (roads, water, sanitary and storm sewers),</p> <p>Advisory Committees Reporting to this Committee: Active Transportation and Sustainability Communities in Bloom Arts Advisory</p>
<p>Finance and Responsible Governance (2 members)</p>	<p>Strategic vision:</p> <ul style="list-style-type: none"> • Support the services our community needs while keeping tax increases low • Maintain focus on city core services • Financial stewardship which includes finding efficiencies and innovation • Advocating to other levels of government for support • Ensure accountability and transparency • Champion equity, diversity, and inclusion <p>Duties of the Committee to study and report to the General Committee on matters within the following subjects: Corporate sustaining matters including financial (capital and operating budgets, revenue and taxation, financial policies, procurement and audit functions), internal audit, legal, real estate, risk management, information technology, legislative, court, human resources, Intergovernmental, Service and Community Partner relations, history, archives, customer service, communications.</p> <p>Advisory Committee Reporting to this Committee: International Relations Committee</p>

Appendix “B”

Mayor and Councillor Committee appointments 2022-2026

Member	Committee
Mayor, A. Nuttall	<p>Chair:</p> <ul style="list-style-type: none"> • Council • General Committee <p>Member of:</p> <ul style="list-style-type: none"> • All Reference Committees (ex-officio) • Barrie Police Services Board • County of Simcoe Affordable Housing Committee • County of Simcoe Performance Management Committee (Archives and Museums) • County of Simcoe Human Services Committee • County of Simcoe – Simcoe County Housing Corporation Board of Directors • Greater Barrie Chamber of Commerce (ex-officio) • RVH Foundation • RVH Capital Expansion
Deputy Mayor, R. Thomson	<p>Member of:</p> <ul style="list-style-type: none"> • All Reference Committees (ex-officio) • Mayor’s Priority and Planning Task Force • Barrie Police Services Board • Greater Chamber of Commerce • Public Art Committee • County of Simcoe – Simcoe County Housing Corporation Board of Directors
Councillor, C. Riepma	<p>Chair:</p> <ul style="list-style-type: none"> • Heritage Barrie • Town and Gown Committee <p>Member of:</p> <ul style="list-style-type: none"> • Infrastructure and Community Investment Reference Committee • Arts Advisory Committee • County of Simcoe Human Services Committee • Lake Simcoe Regional Conservation Authority
Councillor, C. Nixon	<p>Co-Chair:</p> <ul style="list-style-type: none"> • Affordability Reference Committee <p>Member of:</p> <ul style="list-style-type: none"> • Mayor’s Priority and Planning Task Force • Downtown Barrie BIA • MacLaren Art Centre

Councillor, A.M. Kungl	<p>Chair:</p> <ul style="list-style-type: none"> Active Transportation and Sustainability Communities in Bloom <p>Member of:</p> <ul style="list-style-type: none"> Finance and Responsible Governance Reference Committee Heritage Barrie Simcoe Muskoka District Health Unit
Councillor, A. Courser	<p>Chair:</p> <ul style="list-style-type: none"> Arts Advisory Committee <p>Member of:</p> <ul style="list-style-type: none"> Community Safety Reference Committee Barrie Public Library Board Public Art Committee
Councillor, N. Nigussie	<p>Chair:</p> <ul style="list-style-type: none"> Order of the Spirit Catcher Seniors and Accessibility Advisory Committee <p>Member of:</p> <ul style="list-style-type: none"> Infrastructure and Community Investment Reference Committee County of Simcoe Human Services Committee Barrie Public Library Board <i>Simcoe Muskoka District Health Unit (new replacing Mayor Nuttall)</i>
Councillor, G. Harvey	<p>Chair:</p> <ul style="list-style-type: none"> Finance and Responsible Governance Reference Committee <p>Member of:</p> <ul style="list-style-type: none"> Mayor's Priority and Planning Task Force NVCA Tourism Barrie
Councillor, J. Harris	<p>Chair:</p> <ul style="list-style-type: none"> International Relations Committee <p>Co-Chair</p> <ul style="list-style-type: none"> Affordability Reference Committee <p>Member of:</p> <ul style="list-style-type: none"> Order of the Spirit Catcher Youth Task Force (new Task Force with a mandate to be presented in Q1 2023) MacLaren Art Centre



Councillor, S. Morales	Chair: <ul style="list-style-type: none">• Community Safety Reference Committee• Mayor's Priority and Planning Task Force Member of: <ul style="list-style-type: none">• Sandbox• Lake Simcoe Regional Airport Corporation
Councillor, B. Hamilton	Chair: <ul style="list-style-type: none">• Infrastructure and Community Investment Reference Committee Member of: <ul style="list-style-type: none">• Mayor's Priority and Planning Task Force• Active Transportation and Sustainability Advisory Committee• County of Simcoe Human Services Committee• Lake Simcoe Regional Conservation Authority• <i>Physician Recruitment Task Force (new replacing Councillor Harvey)</i>



Appendix "C"

Memo from Mayor Nuttall re: Mayor's Priority and Planning Task Force



**OFFICE OF THE MAYOR
MEMORANDUM**

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Pending #:

TO: DEPUTY MAYOR THOMSON AND MEMBERS OF COUNCIL

FROM: MAYOR ALEX NUTTALL

RE: MAYOR'S TASK FORCE ON PRIORITIES AND PLANNING (REFERENCE COMMITTEES)

DATE: DECEMBER 14, 2022

At the request of the Deputy Mayor, I am forming a task force to assist with the prioritization of the workload in the reference committees. As Reference Committees are working through their individual mandates, this taskforce will be utilized to assist in the following collaborative initiatives:

- The creation and recommendation of measurables for each reference committee;
- The coordination of topics that may reach beyond the purview of one committee and its mandate;
- The prioritization of deliverables within the structure of reference committees;
- Transparent alignment of the subject matter within committees with the approved strategic plan as of the December 3, 2022, General Committee meeting; and
- Open reporting of the business discussed at the Committee to City Council monthly.

The creation of this task force has been in response to a concern that without a priorities and planning task force, City Council may not be able to achieve its goals outlined in its Strategic Plan.

All members of Council are responsible for this including the Mayor, through our participation in the Reference Committees, General Committee and Barrie City Council.

In an effort to encourage increased collaboration at the early stages of policy creation and in recognition that some matters may be aligned with more than one Reference Committee Mandate, I am forming this task force to help guide the reference committees forward.

The taskforce will consist of each of the Chairs of the Reference Committee and the Deputy Mayor. Should the individual who serves in each of these roles change, the in-coming Chair or Deputy Mayor would resume the responsibilities and replace the current member.

A report from each meeting will be provided by the Deputy Mayor to the Mayor's Office and the Chair of the Taskforce will also provide an update monthly as previously stated.

Based on recommendations of the Deputy Mayor, the Chair of Community Safety will assume the Chair of the Mayor's Taskforce on Priorities and Planning (Reference Committees).

The creation of this task force aligns with Council's Priority regarding Responsible Governance.

Appendix “D”

Advisory Committee Member Requirements

		Advisory Committees
Committee	Mandate	Proposed Composition
Seniors and Accessibility Advisory Committee	<ul style="list-style-type: none"> • To champion issues related to the provision of an accessible community on behalf of all Barrie’s citizens. • To represent and provide advice on seniors’ perspectives on municipal matters. 	<u>Change – merge of Seniors and Accessibility Advisory Committee</u> Chair, Councillor, N. Nigussie 6 Citizens Representative from Allandale and Parkview Seniors Groups
Active Transportation and Sustainability Committee	To provide advice and perspectives associated with policies, programs and facilities, while promoting the following: <ol style="list-style-type: none"> a) A safe, convenient, sustainable and accessible active transportation system; and b) A sustainable, efficient, healthy and resilient environment and community. 	Chair, Councillor, A.M. Kungl Councillor, B. Hamilton 1 representative from the Simcoe Muskoka District Health Unit 1 representative from the Heart and Stroke Foundation 1 representative from a Fitness establishment 1 representative from the Barrie Bicycle Club 1 representative from Transition Barrie 1 representative from the Brereton Field Naturalists 1 citizen representative
Arts Advisory Committee	To advise City Council and staff on all matters regarding the arts and culture in the City of Barrie.	Chair, Councillor, A. Courser 1 representative from the Barrie Arts Committee 1 representative from the Barrie Arts Alliance 1 representative from the Barrie Public Art Committee 1 representative from the Central Ontario Music Council 1 representative from the MacLaren Art Centre Three (3) citizen members



Communities in Bloom Committee	To help facilitate the development of Barrie, in the Communities in Bloom National Municipal Beautification program, with a focus on flowers, landscaping, gardens, beautification and environmental awareness.	Chair, Councillor, A.M. Kungl 5 Citizens
Heritage Barrie	The Heritage Barrie Committee shall: <ul style="list-style-type: none">• Educate Council and build public awareness around cultural heritage preservation in the City – the what, when, why and how – by providing information about preservation and conservation of heritage as well as information on listing properties on the Municipal Heritage Register;• Advance heritage initiatives through a land use policy connection at both a neighbourhood and city-wide level (e.g. Community Improvement Plans);• Establish criteria for evaluating the architectural or historical value of a property, and to prepare and maintain a list of all properties worthy of pursuing conservation under the <i>OHA</i>;• Keep up to date on all heritage conservation legislation and programs, and advise Council of any programs worthy of consideration by the City;• Advise and assist Council on all matters relating to Part IV and V of the <i>OHA</i> and provide recommendations for designating heritage properties as per the <i>OHA</i>; and,• Undertake the appropriate action items from the Cultural Heritage Strategy and the Historic Neighbourhood Strategy.	Chair, Councillor, C. Riepma Councillor, A.M. Kungl 5-9 Citizens



International Relations Committee	The mandate of the International Relations Committee is 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 of the mandate are achieved through the work of the individual sub-committees.	Chair, Councillor, J. Harris 1 Georgian College Representative 1 Base Borden Representative 1 German Canadian Club Representative Including up to three representatives from each of the following sub-committees: <ul style="list-style-type: none">German Twinning Sub-Committee, Youth Ambassador Sub-Committee, Arras France Sub-Committee, The Borough of Harrogate, Arras and North Yorkshire, United Kingdom Sub-Committee
Order of the Spirit Catcher Committee	To review all nominations for the Order of the Spirit Catcher (adult, youth and senior) and determine the recipients of the Award, and the date at which the presentation to the recipients will be made at Council.	Chair, Councillor, N. Nigussie Councillor, J. Harris 1 representative of the Barrie Community Foundation, to be selected by the Foundation.
Town and Gown Committee	To develop and enhance relationships, communications, and policies between Georgian College students, the City and the community.	Chair, Councillor, C. Riepma 2 reps. Georgian College (1 of which may be a student) 1 citizen representative 1 representative of the Barrie's East End Homeowner's Association