



Date of Meeting October 3, 2023

Subject Bylaw 6418 amending Bylaw 6250 Procedure Bylaw

Submitted By David Sarsfield, Deputy City Clerk

Purpose

To amend Bylaw 6250, the Procedure Bylaw, to allow revisions to the Standing Policy Committee structure and reporting process.

Recommendation(s)

2nd Reading:

BE IT RESOLVED THAT Bylaw 6418 amending Bylaw 6250, the Procedure Bylaw be given second reading.

3rd Reading:

BE IT RESOLVED THAT Bylaw 6418 amending Bylaw 6250, the Procedure Bylaw be given third reading and the Mayor and City Clerk be authorized to sign and seal the same.

Summary

This bylaw amendment is to allow the implementation of the proposed revisions to the Standing Policy Committee structure that were previously approved by City Council at their [July 11, 2023 Meeting](#).

Minor amendments are also required for some of the Standing Committee Bylaws to change their reporting to the Standing Policy Committees.

Strategic Alignment

The proposed amendments to the Council's Standing Policy Committee Structure would continue to encourage the community to participate as well as providing efficiencies in the Standing Committee model.

Background and Prior Decisions

The Standing Policy Committee (SPC) structure was created as part of the 2019 Governance Review carried out by Western Management Consultants. It was implemented in January 2021 utilizing five SPCs:

- Civic Works Standing Policy Committee
- Cultural and Social Standing Policy Committee
- Community Safety Standing Policy Committee
- Economic Standing Policy Committee
- Governance Standing Policy Committee

The Audit Committee was added as a Standing Policy Committee the following year.

Advocacy Advisory was established as an Adhoc Committee of Council on November 30, 2020. It became a Committee of Council, not a Standing Policy Committee, effective November 1, 2021. The proposed structure makes Advocacy a part of the Governance Standing Policy Committee which will strengthen its role and follow the process as the other SPCs for consistency.

A review of the current structure was undertaken this year and based on input at three Governance Standing Policy Committee Meetings, a model was proposed (Attachment 3) reducing the number of Standing Policy Committees to five, along with delegation to the Economic Standing Policy Committee, and recommended to Council. Council passed the recommendation at its July 11, 2023 Meeting.

Analysis and Options

The Governance Committee considered a variety of options including:

1. Reducing the number of Standing Policy Committees to five
2. Reducing the number of Standing Policy Committees to three
3. Reducing the number of Standing Policy Committees to four
4. Keeping the number of Standing Policy Committees at six
5. Increasing the number of Standing Policy Committees to six (adding Advocacy)

Further information can be found in the report (Item 4.3.10) that was approved by Council, at their [July 11, 2023 Meeting](#), which provided direction to bring this subsequent bylaw to Council at this time.

Implications

Community/Citizen

None

Financial

None

Risk

None

Corporate

Reduced number of Standing Policy Committees

Engagement

Proposed amendments to the Standing Policy Committee structure were considered at the [April 27, 2023](#), [May 31, 2023](#) and [June 22, 2023](#) Governance SPC Meetings.

Implementation and Communication Plan

The proposed changes to the Structure will come into effect after the October 31, 2023 Organizational Meeting. A resolution amending the 2023 Council Calendar will be proposed after the adoption of the Bylaw. Amendments will also be required to change some of the Terms of Reference for some of the Standing Committees to reflect the change in reporting structure.

Attachment(s)

1. Attachment 1 – Bylaw 6418
2. Attachment 2 – Bylaw 6250 tracking the proposed amendments
3. Attachment 3 – Proposed SPC Structure from Governance SPC

Approvals

Department Director: Bonnie Hilford

City Manager: Lloyd Brierley