

## Appointment of Committee Members

Presented To:	City Council
Meeting Date:	November 29, 2022
Type:	Managers' Reports
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Recommended by:	General Manager of Corporate Services

## Report Summary

This report sets out the procedure to appoint members of Council to the Audit, Community Services, Emergency Services, Hearing, Operations, and Planning Committees.

## Resolutions

### Resolution 1:

THAT the City of Greater Sudbury appoints Councillors: 1. \_\_\_\_\_, 2. \_\_\_\_\_, 3. \_\_\_\_\_, 4. \_\_\_\_\_, 5. \_\_\_\_\_, 6. \_\_\_\_\_, and 7. \_\_\_\_\_ to the Audit Committee (5 to 7 members) for the term of office 2022-2026 as outlined in the report entitled "Appointment of Committee Members", from the General Manager of Corporate Services, presented at the City Council meeting on November 29, 2022.

### Resolution 2:

THAT the City of Greater Sudbury appoints Councillors: 1. \_\_\_\_\_, 2. \_\_\_\_\_, 3. \_\_\_\_\_, 4. \_\_\_\_\_, 5. \_\_\_\_\_, 6. \_\_\_\_\_, and 7. \_\_\_\_\_ to the Community Services Committee (5 to 7 members) for the term of office 2022-2026 as outlined in the report entitled "Appointment of Committee Members", from the General Manager of Corporate Services, presented at the City Council meeting on November 29, 2022.

### Resolution 3:

THAT the City of Greater Sudbury appoints Councillors: 1. \_\_\_\_\_, 2. \_\_\_\_\_, 3. \_\_\_\_\_, 4. \_\_\_\_\_, 5. \_\_\_\_\_, 6. \_\_\_\_\_, and 7. \_\_\_\_\_ to the Emergency Services Committee (5 to 7 members) for the term of office 2022-2026 as outlined in the report entitled "Appointment of Committee Members", from the General Manager of Corporate Services, presented at the City Council meeting on November 29, 2022.

### Resolution 4:

THAT the City of Greater Sudbury appoints Councillors: 1. \_\_\_\_\_, 2. \_\_\_\_\_, 3. \_\_\_\_\_, 4. \_\_\_\_\_, and 5. \_\_\_\_\_ to the Hearing Committee (5 members) for the term of office 2022-2026 as outlined in the report entitled "Appointment of Committee Members", from the General Manager of Corporate Services, presented at the City Council meeting on November 29, 2022.

**Resolution 5:**

THAT the City of Greater Sudbury appoints Councillors: 1. \_\_\_\_\_, 2. \_\_\_\_\_, 3. \_\_\_\_\_, 4. \_\_\_\_\_, 5. \_\_\_\_\_, 6. \_\_\_\_\_, and 7. \_\_\_\_\_ to the Operations Committee (5 to 7 members) for the term of office 2022-2026 as outlined in the report entitled "Appointment of Committee Members", from the General Manager of Corporate Services, presented at the City Council meeting on November 29, 2022.

**Resolution 6:**

THAT the City of Greater Sudbury appoints Councillors: 1. \_\_\_\_\_, 2. \_\_\_\_\_, 3. \_\_\_\_\_, 4. \_\_\_\_\_, and 5. \_\_\_\_\_ to the Planning Committee (5 members) for the term of office 2022-2026, as outlined in the report entitled "Appointment of Committee Members", from the General Manager of Corporate Services, presented at the City Council meeting on November 29, 2022.

## **Relationship to the Strategic Plan, Health Impact Assessment and Community Energy & Emissions Plan (CEEP)**

This report refers to operational matters and has no direct connection to the Community Energy and Emissions Plan.

## **Financial Implications**

There are no financial implications associated with this report.

## **Background**

Committees of Council are comprised only of Members of Council, and are as follows:

- Audit Committee
- Community Services Committee
- Emergency Governance Committee
- Emergency Services Committee
- Finance and Administration Committee
- Hearing Committee
- Nominating Committee
- Operations Committee
- Planning Committee

The mandate, primary objectives and composition for each Committee of Council are parallel to the organizational structure and described in the City's by-law for Committees of Council and Advisory Panels.

The Community Services, Finance & Administration and Operations Committees meet on a monthly basis. The Planning Committee meets twice per month on average. Other committees such as Audit, Emergency Services and Hearing meet on a less frequent basis.

Appointments are not required for all Committees as some are comprised of the entirety of Council such as the Finance and Administration Committee as well as the Nominating Committee. In addition, the Emergency Governance Committee does not require appointments at this time as the Committee would be comprised of members who are available at the time of an emergency declared pursuant to the *Emergency Management and Civil Protection Act*.

Members of Council are not legislatively required to sit on committees however it is the expectation that members will participate in a number of committees to ensure that such responsibilities are balanced amongst their colleagues. Of all the Committees of Council, the Committee which requires the most time and energy is the Planning Committee based on the meeting frequency and duration as well as the preparation time required to review lengthy agendas.

**Audit Committee:**

The Audit Committee provides oversight to the office of the Auditor General and receives presentations and reports from the Auditor General. The Committee also provides oversight to the work of the City of Greater Sudbury's external auditors which includes review of the annual Audited Financial Statements and the annual Audit Findings Report and approval of the external auditors' annual Audit Plan. This committee is comprised of between five and seven members of Council.

**Community Services Committee:**

The Community Services Committee receives presentations, correspondence and reports from the Community Development Department and makes recommendations to Council on these matters. Topics at recent meetings have been as varied as strategies around homelessness, parks, and community housing. This committee is comprised of between five and seven members of Council.

Given that the Community Services Committee sits as the Committee Management for Pioneer Manor members will be required to complete criminal record checks in accordance with the *Fixing Long-Term Care Act*.

**Emergency Governance Committee:**

This committee is authorized to carry out all of the duties and responsibilities of Council only when the following conditions are in place: an emergency has been formally declared pursuant to the Emergency Management and Civil Protection Act and Council is unable to achieve quorum. As soon as any one of these conditions is achieved, the work of this committee ceases. Between three and six members of Council, depending on who is available at the time sit on the Committee.

**Emergency Services Committee:**

The Emergency Services Committee receives presentations, correspondence and reports from the Community Safety Department and makes recommendations to Council on these matters. The committee reviews proposals for new policies, conducts service level reviews, including proposed changes to existing service levels, or the introduction of new services or programs delivered by the Community Safety Department. This committee is comprised of between five and seven members of Council.

**Finance and Administration Committee:**

The Committee receives presentations, correspondence and reports from the Corporate Services Department and the Office of the Chief Administrative Officer. The primary role of the Finance and Administration Committee is the annual operating and capital budget process which includes working on and recommending a budget to Council. This committee is comprised of all members of Council.

**Hearing Committee:**

The role of the Hearing Committee is to conduct hearings and make decisions as outlined in specific legislation or municipal by-laws on an as required basis. Examples include topics as varied as licensing, property tax, property standards, drainage and development charges. This committee is comprised of five members of Council.

**Nominating Committee:**

The Nominating Committee meets on an as required basis to recommend citizen appointments to advisory panels, boards and other similar bodies. This committee is comprised of all members of Council.

**Operations Committee:**

The Operations Committee receives presentations, correspondence and reports from the Growth and Infrastructure Department, except for the Planning Services Division, and makes recommendations to Council on these matters. Recent topics of discussion at this Committee include landfill operations, management of roads and winter sidewalk maintenance. This committee is comprised of between five and seven members of Council.

**Planning Committee:**

In addition to hearing from community delegations and staff with regards to planning policies, the Planning Committee has specific responsibilities as outlined in legislation. These responsibilities include making recommendations under the Planning Act, the Development Charges Act and the Condominiums Act. The Planning Committee also makes recommendations regarding the sale, purchase and or expropriation of land by the municipality and on specific land related matters such as heritage designations. This committee is comprised of five members of Council.

## **Selection**

The selection of these positions is to be conducted in accordance with the City of Greater Sudbury's Procedure By-law. Council's procedure requires that in the event more candidates are nominated for the required position(s), those position(s) will be chosen by a simultaneous recorded vote. Requests for simultaneous recorded votes are conducted by way of electronic vote however the electronic vote system does not have the required functionality for dealing with appointments. Accordingly, the By-law provides that paper ballots are to be used if all members are attending in person. In the event that some members are participating virtually then the By-law provides that voting will be conducted by way of recorded vote.

Once the candidates have been selected for the positions, a resolution will be introduced confirming the appointment of the successful candidate.

It is always in order for a Member of Council to nominate and vote for themselves.

## **Resources Cited**

City of Greater Sudbury Procedure By-law 2019-50: <https://www.greatersudbury.ca/city-hall/by-laws/>