

Request for Decision

Appointment of Chair and Vice-Chair - Operations Committee

Presented To:	Operations Committee
Presented:	Monday, Jan 21, 2013
Report Date	Monday, Dec 24, 2012
Type:	Appointment of Committee Chair and Vice-Chair

Recommendation

That Councillor _____ be appointed Chair and Councillor _____ be appointed Vice-Chair of the Operations Committee for the term ending December 31, 2013.

Background

This report sets out the procedure for the election by the Committee of the Chair and Vice-Chair of the Operations Committee for the term ending December 31, 2013.

The Procedure By-law provides that a Member of the Committee shall be appointed annually by the Committee to serve as Chair of the Operations Committee. As well, a Vice-Chair is appointed annually.

The above appointments need only be confirmed by resolution.

Remuneration

The Chair of the Operations Committee is paid \$1,941.14 per annum.

Selection

The selection of the Chair and Vice-Chair is to be conducted in accordance with Article 45 of the Procedure By-law (copy attached).

Council's procedure requires that in the event more than one (1) candidate is nominated for either the Chair or Vice-Chair's position, a simultaneous recorded vote shall be used to select the Chair and Vice-Chair.

It is always in order for a Member of Council to nominate themselves and to vote for themselves. Under *Robert's Rules of Order* a nomination does not need a second.

Signed By

Report Prepared By

Brigitte Sobush
Deputy City Clerk
Digitally Signed Dec 24, 12

Recommended by the Department

Caroline Hallsworth
Executive Director, Administrative
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Recommended by the C.A.O.

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

ARTICLE 45. NOMINATING COMMITTEE**45.01 Mandate**

The Nominating Committee shall meet, as needed by Council, for the purpose of considering and recommending to Council citizen appointments to agencies, boards, advisory panels, and other bodies as required.

45.02 Primary Objectives

In making such appointments, the Nominating Committee shall take into consideration a balanced representation from communities of interest so as to be reflective of the geographical and demographic composition of the community.

45.03 Membership

The Nominating Committee shall be composed of all Members of Council and chaired by a Deputy Mayor.

45.04 Term

The term of the Nominating Committee shall coincide with the term of Council.

45.05 Procedure

In making such appointments, the procedure set out in this Article shall apply unless otherwise provided in a shareholders' declaration.

45.06 Number of Applicants Matches Positions - Motion

Where the number of applicants matches the positions to be filled, a motion to appoint the applicant(s) to the position(s) in question shall be presented and voted upon.

45.07 Simultaneous Recorded Vote

A simultaneous recorded vote shall be used to select the applicants to fill each position available, in accordance with Article 33.05, except that:

- (1) the Clerk need not read each ballot aloud nor record each individual vote; and
- (2) the ballots shall be retained as part of the minutes.

45.08 Number of Applicants Exceeds Positions - Simultaneous Recorded Vote

Where the number of applicants exceeds the number of positions available, a simultaneous recorded vote shall be conducted in accordance with Article 37.09.

45.09 Term of Appointment – Local Boards

The term of office of each citizen appointed to a Local Board shall be set out in the body's terms of reference and shall not exceed the term of Council, unless otherwise specified by statute. However for purposes of continuity, such citizen appointments shall remain in effect following a municipal election until their successors are appointed by the incoming Council.

45.10 Term of Appointment – Staff

Except where prohibited by statute, the Nominating Committee may recommend the appointment of a member of staff to a board or agency within its mandate in the place of a Member when no other Members are available to be appointed.

ARTICLE 41. OPERATIONS COMMITTEE**41.01 Mandate**

The Operations Committee shall hear presentations and receive correspondence and reports from the Infrastructure Services Department and from the Environmental Services Division, and shall make recommendations to Council on these matters.

41.02 Primary Objectives

The Operations Committee shall be responsible for the following objectives:

- (1) To hear community delegations on topics related to the provision of services by the Infrastructure Services Department and by the Environmental Services Division.
- (2) To review proposals for new policies and for amendments to existing policies that pertain to either the Infrastructure Services Department or to the Environmental Services Division.
- (3) To conduct service level reviews, including proposed changes to existing service levels, or the introduction of new services or programs delivered by either the Infrastructure Services Department or the Environmental Services Division.
- (4) To study topics or issues referred to the Committee by Council resolution.

41.03 Membership

To be composed of a minimum of five (5) and a maximum of seven (7) Members of Council

41.04 Term

The term of the Operations Committee shall coincide with the term of Council.