

Priorities Committee Meeting_Mar14_2017

REPORT FOR INFORMATION**GOVERNANCE ADVISORY COMMITTEE****Annual Report to Priorities Committee****Report Purpose**

In compliance with Bylaw 46-2015, this report summarizes the findings of the Governance Advisory Committee with respect to its review of the terms of reference, activities and accomplishments of the various Council Committees.

Summary**REQUIREMENT FOR GAC TO REVIEW**

Section 4.3 of Bylaw 46-2015, Boards and Committees Bylaw, requires the Governance Advisory Committee, on an annual basis, to advise the Priorities Committee as to the continued need for the Council Committees and, if required, whether (1) the terms of reference are appropriate and meet the objectives of Council, and (2) the Committee is fulfilling its terms of reference. Additionally, the terms of reference of the Governance Advisory Committee state that it is responsible for ensuring that the mandates and terms of reference for Council Committees are reviewed to ensure alignment with Council's Strategic Plan and priorities as established by Council from time to time and for making recommendations to Council where adjustments may be required.

REVIEW OF TERMS OF REFERENCE

In the spring of 2016, the Governance Advisory Committee reviewed the terms of reference for the Agricultural Services Board and the Energy Exploration Advisory Committee. Changes to the terms of reference for both of these Council Committees resulted from that review and were approved by Council at its July 19, 2016 meeting.

Since that time the Governance Advisory Committee has reviewed the terms of reference for the following Council Committees:

- Agricultural Service Board
- Bylaw Enforcement Order Review Committee
- Community Living Advisory Committee
- Economic Development and Tourism Advisory Committee
- Energy Exploration Advisory Committee
- Environmental Advisory Committee
- Finance Advisory Committee
- General Appeals and Review Committee.

Since there are no public members appointed, the Governance Advisory Committee has not reviewed the terms of reference for the following Council Committees:

- Governance Advisory Committee
- Mayor's Executive Committee
- Strathcona County / City of Fort Saskatchewan Intermunicipal Relations Committee

The review by the Governance Advisory Committee focussed on whether the mandates and terms of reference align with Council's Strategic Plan. At this time, the Governance Advisory Committee believes that the terms of reference are appropriately aligned with Council's Strategic Plan and therefore there are no recommended changes.

Committees Fulfilling Terms of Reference

Section 6.2 of the Boards and Committees Bylaw requires that Council Committees provide the Priorities Committee with a report on the activities of the Committee at least once annually. The Governance Advisory Committee believes that the Council Committees are fulfilling their terms of reference.

Additional Direction from Council to Council Committees

The Governance Advisory Committee believes that there is an opportunity to better utilize Council Committees. The Governance Advisory Committee will provide some recommendations on how Council can better communicate priorities to the Council Committees to help inform the activities of the Council Committees by the end of quarter 2 of 2017.