

Priorities Committee Meeting_Jan29_2019

STRATEGIC INITIATIVE AND UPDATE

Updated Mandate Letters for New Council Committees

Report Purpose

To seek input from the Priorities Committee on the revised mandate letters for the newly established Council Committees (Accessibility, Youth, and Seniors).

Our Prioritized Strategic Goals

Goal 1 - Build strong communities to support the diverse needs of residents

Goal 7 - Provide opportunities for public engagement and communication

Report

In the fall of 2018, Council established three new council committees: Seniors Advisory Committee, Youth Advisory Committee, and Accessibility Advisory Committee. The Council report providing the bylaws for the new committees also included the draft mandate letters for these new committees. Council wanted to see revisions made to the draft letters and referred the letters back to Administration for further work. Council also directed that Administration to work with the Governance Advisory Committee (GAC) and Priorities Committee on the letters. Finally, Council wanted to see a comparison of the draft mandate letters with the mandates of similar committees in other municipalities.

Administration met with the GAC on December 7, 2018 to seek input on the draft letters. The GAC was provided with a chart that compared the draft mandates of the new committees with similar committees in other municipalities (see enclosure 1). The GAC provided input on possible revisions to the letters and therefore the updated drafts are included as enclosure 2 of this report.

At this point, Administration is seeking input from the Priorities Committee on the updated draft mandate letters (enclosure 2). Any input from the Priorities Committee will be added to the letters prior to presenting the letters to Council for formal approval in February.

Recruitment for the new committees started on January 14, 2019 and the application period closes on February 22, 2019. It is expected that Council will consider appointments in March 2019 and that the first round of committee meetings will take place shortly thereafter.

Council and Committee History

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| September 25, 2018 | THAT the mandate letters for the Accessibility and Youth Advisory Committees, as set out in Enclosure 4 of the September 25, 2018 Legislative and Legal Services Council report, be referred to Administration to work with the Governance Advisory Committee and the Priorities Committee and report by end of Q1 2019 with advice on how Council could enhance the mandates, including through comparisons with the mandate of other municipalities' similar committees and input from Council's strategic planning process. |
| October 16, 2018 | THAT the draft Seniors Advisory Committee mandate letter, as set out in Enclosure 2 of the October 16, 2018 Legislative and Legal Services report, be referred back to Administration to work with the Governance Advisory Committee and the Priorities Committee and report by end of |

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Q1 2019 with advice on how Council could enhance the mandate, including through comparisons with the mandate of other municipalities' similar committees and input from Council's strategic planning process.

Other Impacts

Policy: n/a

Legislative/Legal: Each Council Committee has been established by bylaw.

Interdepartmental: Legislative and Legal Services is working with Family and Community Services.

Master Plan/Framework: n/a

Communication Plan

Once the mandate letters are approved by Council, they will be distributed to the respective Committees.

Enclosures

- 1 Comparison Chart
- 2 Updated Draft Mandate Letters (with marked changes)
- 3 Updated Draft Mandate Letters for New Council Committees Presentation