

**Bylaw 8-2019 Mayor's Executive Committee****Report Purpose**

To seek Council's approval on three readings of Bylaw 8- 2019, a bylaw that establishes the Mayor's Executive Committee.

**Recommendation**

1. THAT Bylaw 8-2019, a bylaw to establish the Mayor's Executive Committee, be given first reading.
2. THAT Bylaw 8-2019 be given second reading.
3. THAT Bylaw 8-2019 be considered for third reading.
4. THAT Bylaw 8-2019 be given third reading.

**Our Prioritized Strategic Goals**

Continuously improving the way we work, as one organization, in an agile and sustainable manner

**Report**

In 2017, Administration prepared a report on council meeting best practices as directed by Council. Having considered the report, Council directed Administration to identify options to address matters related to the consent agenda, adjournment times, and public hearings. Council also directed Administration to review the terms of reference for the Mayor's Executive Committee which is currently included in Bylaw 46-2015, Boards and Committees bylaw (see enclosure 1).

After completing this work, Administration reported to Council on its findings related to council meeting practices and improvements to the Mayor's Executive Committee. Accordingly, Council directed Administration to work with the Governance Advisory Committee on reviewing the Meeting Procedures Bylaw and bring back a revised bylaw in 2020 since the work required on this project would be fairly substantial. Further, Council directed Administration to prepare a new terms of reference for the Mayor's Executive Committee that would refresh the duties of the Committee to ensure role clarity, and empower the committee to amend the date, time, or place of a regular Council or Priorities Committee meeting.

**Council and Committee History**

December 11, 2018	THAT Administration prepare by the first quarter of 2019, a bylaw for the establishment of a revised and updated Mayor's Executive Committee, including the improvements noted in the December 11, 2018 Legislative and Legal Services report.
	THAT Administration, in consultation with the Governance Advisory Committee, undertake a comprehensive review and update of the Meeting Procedures Bylaw; and that a new proposed Meeting Procedures Bylaw be presented to Council for consideration by the first quarter of 2020
June 19, 2018	THAT the follow up report to Council Meeting Best Practices be brought back to Council on the revised date of November 27, 2018.
September 5, 2017	THAT Administration prepare for Council's consideration, by the end of the second quarter of 2018, amendments to Bylaw 20-2015 as

described in numbers 2; 4, to review the Terms of Reference for Mayor's Executive; and 5 of the chart entitled "Possible Meeting Procedures Bylaw Amendments", in the September 5, 2017 Legislative and Legal Services report.

May 9, 2017

THAT Administration prepare a report by September 12, 2017, that outlines the trends and best practices in terms of municipal council meeting practices and duration in Alberta; includes information on studies done with respect to conditions for effective decision-making; and provides recommendations for Council's consideration on enhancing Council meeting effectiveness.

**Other Impacts**

**Policy:** n/a

**Legislative/Legal:** Section 145(b) of the Municipal Government Act (MGA) provides that a council may pass bylaws in relation to the procedure and conduct of council, council committees, and other bodies established by the council, the conduct of councillors and the conduct of members of council committees and other bodies established by council.

Section 193 of the MGA provides that Council may decide at a council meeting at which all the councillors are present to hold regularly scheduled council meetings on specified dates, times and places.

Section 203(1) of the MGA provides that Council may by bylaw delegate certain powers, duties or functions to a council committee.

**Interdepartmental:** LLS worked with the Chief Commissioner's Office.

**Master Plan/Framework:** n/a

**Communication Plan**

If approved, this bylaw will be made available on the County's public website and will be provided to all members of Council as a resource.

**Enclosure**

- 1 Current Mayor's Executive Committee Terms of Reference
- 2 Proposed Bylaw 8-2019, Mayor's Executive Committee
- 3 Bylaw 8-2019 Mayor's Executive Committee Presentation