

**Subject: Bylaw No. 17/024 - Committees Bylaw**

**APPROVALS:**

**Annette Antoniak**

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Director

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Chief Administrative Officer

**Recommended Motion:**

1. THAT Bylaw No. 17/024, being the Committees Bylaw, be read a first time.
2. THAT Bylaw No. 17/024 be read a second time.
3. THAT Bylaw No. 17/024 be considered for third reading.
4. THAT Bylaw No. 17/024 be read a third and final time.
5. THAT the term of appointment for all current members of the Community Services Committee and the Landlord and Tenant Advisory Board be amended to end on December 31, 2017.

**Summary and Background:**

The Municipality has 11 different Boards and Committees to which Council appoints members annually. This amounts to a requirement for 84 volunteer members from the public. In recent years, it has become increasingly difficult to maintain the required level of membership on all of these committees, which has led to some meetings being cancelled due to lack of quorum and the need to undertake mid-term recruitment and appointments.

Administration has undertaken a review of the various Committees and feels that the overall representation can be reduced without significantly impacting the mandate and functionality of the Committee. Of specific note are the Landlord & Tenant Advisory Board and Community Services Committee, which are proposed to be eliminated. The Landlord & Tenant Advisory function falls under the mandate of the Province. The Community Services Committee deals with grant allocations and citizen recognition, and it is uncommon for this function to be vested with an independent body given the dollars involved. As a result, the following changes are recommended:

Committee Name	Current Representation		Proposed Representation		NET CHANGE	
	Total Members	Council Appointees	Total Members	Council Appointees	Public	Council
Advisory Committee on Aging	7	1	7	0	+1	-1
Assessment Review Boards*	6	0	6	0	0	0

Combative Sports Commission	7	0	7	0	0	0
Communities in Bloom Committee	11	1	7	0	-3	0
Community Identification Committee	7	2	7	2	0	0
Community Services Committee	7	1	0	0	-6	-1
Landlord & Tenant Advisory Board	7	0	0	0	-7	0
Library Board*	9	0	9	0	0	0
Public Art Committee	7	0	5	0	-2	0
Regional Advisory Committee on Inclusion, Diversity & Equality	7	1	5	0	-1	-1
Subdivision & Development Appeal Board*	7	0	7	0	0	0

Although it is proposed that Council representation be removed from all but one Committee, Council would retain the right to appoint a Council Member as a non-voting liaison to any of the Boards not designated with an asterisk.

In addition to the Boards and Committees noted in the above table, Council also appoints members to the Fort McMurray Airport Authority, Regional Recreation Corporation and Wood Buffalo Housing & Development Corporation. Because each of these bodies is a governance board, established under specific legislation, no changes are proposed at this time.

Administration also conducted a review of the six Standing Council Committees that were created by bylaw in 2015. After assessing the overall functionality of the Standing Committee structure, it was noted that the majority of agenda items were informational in nature, as the Committees, with the exception of the Audit Committee, had no approval authority. This has resulted in many matters taking longer to be dealt with than required due to the requirement for matters to be addressed by the relevant Standing Committee, and has also duplicated the efforts of Administration in preparing and presenting the various reports. As a result, it is recommended that the Committee structure be disbanded, thereby enabling all matters to flow directly to Council without delay.

### **Rationale for Recommendation:**

The proposed re-alignment of Council Committees would maintain public involvement in the functions of their municipal government, while reducing the number of volunteers required to fill the positions and lowering quorum requirements. The elimination of Standing Committees would reduce the “red tape” associated with moving matters forward for Council review and consideration and would ultimately serve to expedite the approval process in many cases. The proposed bylaw will also eliminate several Committees that are redundant or no longer functioning, such as the Council Compensation Review Committee and Land Planning & Development Advisory Committee.

The proposed bylaw is administrative in nature; therefore, it is recommended that it be given all three readings at a single sitting. This will also enable Council to proceed with

filling any existing or year-end vacancies without delay.

**Strategic Plan Linkages:**

Pillar 1 - Building Responsible Government

**Attachments:**

Council-appointed Committees Bylaw