



City of
Peterborough

To: Members of the General Committee

From: John Kennedy, City Clerk

Meeting Date: June 17, 2024

Report: Advisory Committee Update,
Report LSCLKS24-006

Subject

A report to provide information to Council on the City of Peterborough advisory committees and appointments of members of Council to local boards, municipal corporations and third party organizations and corporations.

Recommendations

That Council approve the recommendations outlined in Advisory Committee Update, Report LSCLKS24-006, dated June 17, 2024, of the City Clerk, as follows:

- a) That Advisory Committee Update, Report LSCLKS24-006, dated June 17, 2024, of the City Clerk be received for information; and
- b) That, if Council considers it appropriate to do so, Council direct as follows:
 - i) That Report LSCLKS24-006 dated June 17 of the City Clerk be referred to the Mayor for consideration as to whether to recommend to Council any changes to the current complement of advisory committees and to the participation of members of Council on such advisory committees and on local boards, municipal corporations and third party organizations and corporations;
 - ii) That the Mayor consult with each member of Council;
 - iii) That City staff assist the Mayor as the Mayor may from time-to-time request; and
 - iv) That the Mayor report back to Council with the Mayor's recommendations, if any.

Executive Summary

- This report provides a summary of various advisory committees, their meeting frequency, associated by-law/Terms of Reference and whether each is mandatory.
- The report also outlines the local boards, municipal corporations and third party organizations and corporations to which members of Council are appointed including, for each, whether the appointment of members of Council is mandatory.

Background

Council, through Report COU24-001 approved the following recommendations:

- a) That Council pass a Portfolio Chairs By-law in the form comprising Appendix A to Report COU24-001; and
- b) That staff report respecting the status and roles of the City's current advisory committees in relation to the opportunities for Portfolio Chairs to establish advisory committees pursuant to section 9 of the proposed Portfolio Chairs By-law.

This report responds to recommendation b) of Report COU24-001. This report also provides information about other local boards, municipal corporations and third party organizations and corporations to which members of council are appointed either directly by Council or indirectly by Council nomination.

In 2022, Report CLSCLK22-024 was presented to Council along with a revised Citizen Advisory Committee By-law. The by-law was adopted by Council on December 12, 2022 as By-law 22-088. This was the first comprehensive overview of the Advisory Committee system in over ten years.

Through the Citizen Appointment Selection Committee, applications from City residents interested in positions on Committees are reviewed and recommended to Council for approval. Pursuant to By-law 22-088, these advisory committees currently also include Council members. By-law 22-088 governs those advisory committees that the Clerk's Office supports.

Status and Roles of Current Advisory Committees

Accessibility Advisory Committee (AAC)

By-law 22-088 establishes the AAC which is required by legislation and helps the City to meet the requirements of accessibility legislation in Ontario including the **Ontarians**

with Disabilities Act (ODA); Accessibility for Ontarians with Disabilities Act (AODA); Integrated Accessibility Standards Regulation (IASR); Human Rights Code; Building Code (OBC); Municipal Act, 2001; and Planning Act. The Clerk's Office provides secretariate support to the Committee.

The AAC is comprised of eight citizens and one member of council. The citizen members are appointed by Council based on the recommendations of the Citizen Appointment Selection Committee. The member of Council is appointed by Council based on a recommendation from the Mayor.

Arts and Culture Advisory Committee (ACAC)

By-law 22-088 establishes the ACAC which facilitates consultation between the arts and culture community (art, music, dance, performance, literature, film, craft and other arts) and the municipal government.

The ACAC's responsibilities are as follows:

- Provide input and feedback from a cultural perspective on major planning initiatives and capital construction projects
- Inform and advise Council on arts and culture matters as required
- Advise and support the Arts, Culture and Heritage Division as requested by Council and/or staff
- Encourage and recognize initiative and excellence in artistic and cultural pursuits through Civic Awards and other means
- Act as a public forum when requested by Council and/or staff to engage and receive public input relating to the Municipal Cultural Plan and Arts and Culture matters
- Review policies, plans, and strategies in order to make recommendations to staff and achieve excellence in Art in the public realm

The ACAC has no delegated decision-making power from Council or Financial Budget responsibility. The Clerk's Office provides secretariate support to the Committee.

The ACAC is comprised of eight citizens and two members of council. The citizen members are appointed by Council based on the recommendations of the Citizen Appointment Selection Committee. The members of Council are appointed by Council based on recommendations from the Mayor.

Age-Friendly Peterborough Advisory Committee (AFPAC)

Through Report CSSS17-006, Council approved a Terms of Reference to establish roles and responsibilities for the AFPAC. AFPAC's mandate is to make recommendations to the Greater Peterborough Joint Services Committee concerning how the Age-friendly Plan and related matters can be implemented. Age-friendly Peterborough increases awareness about issues older adults are facing and builds community collaboration to support solutions. Age-friendly Peterborough is a resource for older adults, their families and care providers.

AFPAC's responsibilities involve advising on:

- Progress toward, or barriers to, achieving the goals of the Age-friendly Peterborough Plan
- Existing and proposed plans, policies, and by-laws related to the Age-friendly Peterborough Plan
- New and emerging community issues and opportunities that relate to the Age-friendly Peterborough Plan
- Such other matters for which the Councils may seek its advice

Staff from Community Services provide administrative and secretariate support for AFPAC.

The AFPAC is comprised of ten individuals from various agencies and municipal partners. A citizen member is appointed by Council based on the recommendations of the Citizen Appointment Selection Committee. The member of Council is appointed by Council based on the Mayor's recommendation.

Arenas Parks and Recreation Advisory Committee (APRAC)

By-law 22-088 establishes APRAC. Its mandate and responsibilities include:

- Advise and support the roles and responsibilities of the Divisions as requested by Council and/or staff
- Act as a public forum when requested by Council and/or staff to engage and receive public input relating to Arenas, Parks, and Recreation matters
- Assist with the development, implementation and evaluation of long term/strategic plans and operational policies to direct the development and delivery of Arenas, Parks, and Recreations activities in Peterborough

The Clerk's Office provides secretariate support to the Committee.

The APRAC is comprised of six citizens and one member of council. The citizen members are appointed by Council based on the recommendations of the Citizen Appointment Selection Committee. The member of Council is appointed by Council based on the Mayor's recommendation.

Airport Strategic Initiatives Committee (ASIC)

By-law 21-002 establishes ASIC. Its mandate is to provide advice to staff and Council on Airport strategic initiatives.

Its roles and responsibilities include the following:

- Provide a source of ideas and guidance on Airport strategic initiatives related to positioning of this corporate asset in the regional, provincial, and national markets
- Provide input for; strategic, business, and marketing plans, capital and operating budgets, level of service and business development efforts
- Keep abreast of aerospace industry trends, best practices, and opportunities and provide input and recommendations on aerospace development matters
- Review the Peterborough Airport Strategic Development Plan and assist in formulating annual recommendations for strategic business focus of the industrial/business park and the airport business
- Make recommendations with the best long-term interest of the City of Peterborough taxpayers as the overarching principle
- Airport sustainability and revenue generation would be a key mandate of the Committee

The Clerk's Office provides secretariate support to the Committee.

The ASIC is comprised of four citizens, three members of City Council and one member of County Council. The citizen members are appointed by Council based on the recommendations of the Citizen Appointment Selection Committee. The members of City Council are appointed by Council based on the Mayor's recommendation and County Council appoints its member.

Citizen Appointment Selection Committee

The committee's purpose is to recommend to Council appointments of members of the public to various committees as well as for the Civic Awards. This committee meets as needed. Meetings of the Citizen Appointment Committee are held to review applications and resumes of members of the public interested in volunteering on committees. Once the list of candidates has been shortlisted, interviews are held. These meetings are closed under Section 239(2)(b) of the Municipal Act as the discussions are regarding 'Personal matters about an identifiable individual'.

The committee is comprised of five members of Council appointed by Council based on the Mayor's recommendations.

Greater Peterborough Joint Services Committee (GPJSC)

Council approved the recommendations in Report CAO23-003 which included amendments to the existing Agreement Between City and County of Peterborough for

Consolidated Municipal Services and re-establishing a joint County-City Waste Management Committee. These two Committees have representation from County and City Councils.

The responsibilities of the GPJSC include making recommendations to the respective Councils or advising staff related to:

- Reviewing and endorsing draft annual budget and recommend approval to the Councils of the City and the County including appropriate levels of staffing, and service levels for the following: Social Services, Social Housing Services, Provincial Offenses and Paramedic Services.
- A forum for the exchange of ideas and information concerning matters of municipal interest and consequence to the County and City as may arise from time to time such as, but not limited to: Transportation matters; Land use planning and development; Systems of municipal government and municipal government restructuring; Economic Development; Joint use of facilities; and Emergency Management disaster planning.

GPJSC is comprised of eight members which include the County Warden, the Mayor, three members of County Council and three members of City Council. The members of City Council are appointed by Council based on the Mayor's recommendations and County Council appoints its members.

Community Investment Grants Advisory Committee (CIGAC)

By-law 22-088 establishes CIGAC. Its mandate is to provide recommendations to staff and Council on funding allocations for applications, based on proposal merits; identified community need; fit with City priorities; funding or in-kind support from other organizations/sectors and measurable outcomes.

Staff from Community Services provide administrative support to this committee.

The CIGAC is comprised of eight citizens and two members of council. The citizen members are appointed by Council based on the recommendations of the Citizen Appointment Selection Committee. The members of Council are appointed by Council based on the Mayor's recommendation.

Museum and Archives Advisory Committee (MAAC)

By-law 22-088 establishes MAAC. Its mandate and responsibilities include:

- Advise City Council, Senior Municipal Administration, and the Arts, Culture and Heritage Division by identifying and responding to issues, concerns and government policies that may affect the Museum & Archives
- Assist with the governance of the Museum & Archives by establishing and monitoring governance, framework (Mission / Statement of Purpose, Values and Belief Statements), and operational policies; and by directing the development and implementation of strategic long-term plans

- Liaise with the community including individuals, groups, and organizations to get input and encourage support for the Museum & Archives

The museum applies annually to the Ministry of Tourism, Culture and Sport for the Community Museum Operating and Pay Equity Grant program and has successfully received close to \$45,000 in operating funds each year. As part of the application process, the museum needs to demonstrate adherence to a number of guidelines including having an advisory committee that meets a minimum of four times per year.

The MAAC is comprised of three citizens, one member of council and a representative from each of Trent University, Fleming College and Peterborough Historical Society Board of Directors. The citizen members are appointed by Council based on the recommendations of the Citizen Appointment Selection Committee. The member of Council is appointed by Council based on the Mayor's recommendation.

Operations and Development Advisory Committee

The Operations and Development Advisory Committee is established pursuant to a 2002 agreement between the City and Council regarding the Peterborough County/City Waste Management Facility. The Operations and Development Advisory Committee is a staff-based committee to support the Waste Management Committee.

The Committee is composed of the County and City CAOs, Treasurers, Director of Utility Services (City) and the Manager of Environmental Services (County).

The Committee scope includes the following:

- Review annual reports and technical documents to ensure approvals compliance and appropriate site development occurs
- Prepare and recommend draft policies and procedures to the Waste Management Committee
- Prepare draft criteria and specifications related to tender and contract development as identified in the approved workplace plans

Planning Advisory Committee (PAC)

Section 8 of the **Planning Act, R.S.O. 1990** mandates that the council of every single-tier municipality appoints a planning advisory committee. Council approved By-law 17-169 to establish the Planning Advisory Committee

The PAC function is to advise Council and Planning Division staff on planning matters. PAC does not approve staff reports, but may provide comment, endorsement, or recommend changes for consideration. The committee does not receive submissions or permit delegations from the public.

The scope of the Committee's responsibilities involves commenting on:

- Comprehensive updates or amendments to the City of Peterborough Official Plan
- Compressive updates or amendments to the City of Peterborough Zoning By-law
- City of Peterborough initiated amendments to the Official Plan and/or Zoning By-law
- Any other planning matters as requested by the Chief of Planning, the Commissioner of Infrastructure and Planning Services, or the CAO; and, Any other planning matters as requested by Council by resolution

The Clerk's Office provides secretariate support to the Committee.

The PAC is comprised of four citizens and one member of council. The citizen members are appointed by Council based on the recommendations of the Citizen Appointment Selection Committee. The member of Council is appointed by Council based on the Mayor's recommendation.

Peterborough Architectural Conservation and Advisory Committee (PACAC)

By-law 22-088 establishes PACAC. Section 28(1) of the **Ontario Heritage Act (Act)**, provides that the Council of a Municipality may, by by-law, establish a municipal heritage committee, of not less than five members, to advise Council in respect of Parts IV and V of the Act and such other matters as the Council may specify by by-law. It is not mandatory that the City establish a heritage committee. However, where a heritage committee has been established, a municipal Council must consult with it before giving notice of Council's intention to designate a property.

The Clerk's Office provides secretariate support to the Committee.

The PACAC is comprised of five citizens, one member of council and one representative from the Peterborough Historical Society Board of Directors. The citizen members are appointed by Council based on the recommendations of the Citizen Appointment Selection Committee. The member of Council is appointed by Council based on the Mayor's recommendation.

Peterborough Environmental Advisory Committee (PEAC)

By-law 22-088 establishes PEAC. Its mandate includes:

- Consider environmental matters in relation to the Corporation of the City of Peterborough's larger projects and initiatives as identified by staff and/or Council with the City of Peterborough
- Provide feedback and recommendations to Staff developing environmental policy plans and practices
- Support Corporate initiatives in the area of sustainability and Climate Change

The Clerk's Office provides secretariate support to the Committee.

The PEAC is comprised of six citizens and one member of council. The citizen members are appointed by Council based on the recommendations of the Citizen Appointment Selection Committee. The member of Council is appointed by Council based on the Mayor's recommendation.

Peterborough Transit Liaison Committee (PTLC)

By-law 23-031 establishes the Peterborough Transit Liaison Committee. Its mandate is to engage and inform customers and community stakeholders and provide the opportunity for committee members to share feedback with Transit staff.

The Committee's responsibilities are to:

- Provide feedback and suggestions related to the delivery of transit services in the City of Peterborough which may include hours of service, transit routing, customer policies, customer amenities and proposed service changes
- Provide input and suggestions on customer-facing transit initiatives including communications plans, marketing strategies, and customer service policies
- Provide input and suggestions on accessibility matters including priorities for bus stop and infrastructure upgrades
- Provide feedback with the best long-term interest of all transit customers and stakeholders as the overarching principle
- Provide input on key performance measures to allow for ongoing monitoring of customer satisfaction and methods to enhance customer satisfaction
- Provide feedback on opportunities and programs for customer engagement and education

Support for PTLC is provided by staff from the Transit Division.

The PTLC is comprised of ten citizens and two members of council. The citizen members are appointed by Council based on the recommendations of the Citizen Appointment Selection Committee. One member of Council is represented as the Transportation Chair and the other member appointed by Council based on the Mayor's recommendation.

Procedure By-law Review Committee

The Procedure By-law Review Committee is not a formal committee, but rather a working group. Staff involved in several informal meetings typically include the Clerk, Deputy Clerk, and the CAO. The committee's purpose is to review and recommend to Council changes to the Procedure By-law at least once per term of Council.

Two members of Council are involved in the review process and are appointed by Council based on the Mayor's recommendations.

Citizen’s War Memorial Advisory Committee (War Memorial)

By-law 19-031 establishes the Citizens’ War Memorial Advisory Committee to maintain the Citizens’ War Memorial Precinct and regulate public assembly within the Citizens’ War Memorial Precinct.

Citizens’ War Memorial Advisory Committee responsibilities include the following:

- Performs all obligations as trustees of the Peterborough Cenotaph Trust Fund, including directing how the Fund is invested and utilized
- Makes all decisions concerning the how the Fund is invested and utilized.

Without limiting the generality of the foregoing, the Citizens’ War Memorial Advisory Committee ensures that:

- The plaques, masonry, and statuary within the Precinct are inspected and cleaned in accordance with current conservation best practices
- As required, but at least every two years, commencing in 2020, a reputable firm is retained to inspect the plaques, masonry, and statuary, within the Precinct and, if necessary, undertake cleaning, maintenance, conservation, and/or restoration activities of same in accordance with current conservation best practices
- The Committee shall, following consultation with the City’s Heritage Resources Coordinator, or designate, make recommendations to City Council and County Council on matters concerning the upkeep and maintenance of the Precinct and the conservation of the plaques and masonry and statuary located therein

Staff from the Planning Development and Urban Design Division provide administrative support to this committee, which includes membership from the Royal Canadian Legion.

The Citizens’ War Memorial Advisory Committee is comprised of seven members. The one citizen member is appointed by Council based on the recommendations of the Citizen Appointment Selection Committee. One member of Council is appointed by Council based on the Mayor’s recommendation. The one County resident is chosen by County Council. One member is from each of the service organizations representing the Army, Navy, and Air Force veterans and one member from PACAC as recommended by the membership of PACAC.

Waste Management Committee (WMC)

Council approved the recommendations in Report CAO23-003 which included amendments to the existing Agreement Between City and County of Peterborough for Consolidated Municipal Services and re-establishing a joint County-City Waste Management Committee. Both Committees have representation from County and City Councils.

The responsibilities of the WMC include making recommendations to the Councils or advising staff related to:

- Preparation of a draft annual work plan and budget and presentation to the Councils of the County and the City for approval
- Management of the Facility and related infrastructure, as well as the Adjacent Lands, all in accordance with the approved annual budget and work plan
- Establishment of hours of operation for the Facility in accordance with the Certificate of Approval
- Direction of the preparation and call for tenders for necessary services in accordance with the approved budget
- Administration of the Public Liaison Committee

The Clerk’s Office provides secretariate support to both Committees.

The WMC is composed of three members of each of the Councils of the County and the City, which include the Warden and the Mayor, or their designates. The members of Council are appointed by Council based on the Mayor’s recommendation.

Youth Commission

The Commission provides City Council with a focus on youth issues/concerns within the City of Peterborough. The commission was established in 2001 by report CSRS01-019.

Community Services staff provide administrative support to the committee.

The membership is open to anyone who is associated with youth serving agencies as well as community youth. Membership on the committee includes a member of Council, who is appointed by Council based on the Mayor’s recommendation. The committee size and membership has varied over time, based on the interest in the community.

Table 1 provides information on the number of Council members on various advisory committees, the total number of committee members, location, meeting date and time, and frequency of meetings.

Table 1: Summary of Advisory Committee Information

Committee Name	Total Members	Number of Councillors	Frequency per year	Date and Time	Location	Requirement for Committee
AAC	9	1	9	4:00 pm Wed	On-line	<u>Mandated.</u> s. 29 of Accessibility for Ontarians with Disabilities Act, 2005
ACAC	8	2	9	5:30 pm Tues	City Hall	<u>Not mandated.</u> Established under By-law 22-088

AFPAC	11	1	4	2:00 pm Tues	On-line	<u>Not mandated.</u> Established by Report CSSS17-006
APRAC	7	1	4	5:30 pm Tues	City Hall	<u>Not mandated.</u> Established under By- law 22-088
ASIC	8	3	4	8:00 am Tues	Airport	<u>Not mandated.</u> Established under By- law 21-002
Citizen Appointment Selection Committee	6	5	As needed	TBD	City Hall	<u>Not mandated.</u>
GPJSC	8	4	4	2:00 pm Thurs	City or County	<u>Not mandated</u> but established via agreement between City and County
Grants	10	2	4	TBD	On-line	<u>Not mandated.</u> Established under By- law 22-088
MAAC	7	1	4	5:00 pm Thurs	Museum	<u>Not mandated</u> but established under By- law 22-088
Operations & Development Advisory Committee	6	0	4	During work hours	TBD	<u>Not mandated</u> but established via agreement between City and County
PAC	5	1	As needed	2:00 pm Tues	City Hall	<u>Mandated.</u> S. 8 of Planning Act, R.S.O. 1990
PACAC	7	1	9	4:00 pm Tues	City Hall	<u>Not mandated.</u> S. 28 of the Ontario Heritage Act, R.S.O. 1990 permits but does not require a municipality to establish a municipal heritage committee. Established under By- law 22-088
PEAC	7	1	9	5:30 pm Wed	City Hall	<u>Not mandated.</u> Established under By- law 22-088
PTLC	12	2	9	2:00 pm Thurs	Transit Board Room	<u>Not mandated.</u> Established under By- law 23-031

Procedural By-law Review Committee	6	2	As needed	TBD	City Hall	<u>Not mandated.</u>
War Memorial	7	1	As needed	TBD	TBD	<u>Not mandated.</u> Established under By-law 19-031
WMC	6	3	6	2:00 pm Mon	City Hall	<u>Not mandated</u> but established via agreement between City and County
Youth Commission	33	1	Monthly	4:00 pm	City Hall	<u>Not mandated.</u> Established by report CSRS01-019

Local Boards, Municipal Corporations and Other Third Party Organizations and Corporations Involving Members of Council

In addition to the advisory committees listed above, members of Council participate on the governance boards for various local boards, municipal corporations and other third party organizations and corporations.. These include the following:

Art Gallery of Peterborough

The Art Gallery of Peterborough is a not-for-profit corporation operating a public gallery dedicated to exhibiting and collecting visual works of art. It determines the composition of its own Board.

Membership on the Board of Directors comprises 11 individuals including one member of City Council who is recommended for appointment by the Mayor. The Mayor’s recommendation is approved by Council and relayed to the Board.

The Canadian Canoe Museum

The Canadian Canoe Museum is a not-for-profit corporation that determines the composition of its own Board. Its Board is composed of 16 members including one member of City Council who is recommended for appointment by the Mayor. The Mayor’s recommendation is approved by Council and relayed to the Board.

City of Peterborough Holdings Inc.

City of Peterborough Holdings Inc. (CoPHI) is regulated under the **Electricity Act 1988** and wholly owned by the City of Peterborough. Council determines the composition of its Board via a shareholder declaration. Its Board currently comprises seven members including two members of Council to be selected by Council.

Downtown Action Committee

The Downtown Action Committee was formed by a former City of Peterborough CAO to coordinate information exchange regarding issues in the downtown. The Downtown Action Committee comprises representation from the DBIA, local business, City staff, Police Services, Peterborough & The Kawarthas Economic Development and the City of Peterborough, who assemble to discuss strategic initiatives involving the downtown. There are no terms of reference for the committee. There are currently three members of City Council appointed to this committee.

East City Ashburnham Village Business Improvement Area

East City Ashburnham Village Improvement Area is a board of management established by Council by By-law 17-095. Pursuant to the By-law, the minimum number of Directors is 7 and the maximum number is 13. Council directly appoints one or more Directors. The remaining Directors must be BIA members, are selected by a vote of the membership of the improvement area and then appointed by Council. Its board currently includes one member of Council.

Fairhaven Board of Management

Fairhaven is established and maintained by the County of Peterborough and the City as a joint home pursuant to section 123 of the Fixing Long-Term Care Act, 2021. Pursuant to the parties' agreement, its board of management is comprised of nine members including two City Councillors and two County Councillors.

Greater Peterborough Chamber of Commerce

The Greater Peterborough Chamber of Commerce is a body corporate established pursuant to the Boards of Trade Act (Canada). Its "council" (Board) is composed of 15 members elected pursuant to the process established by its by-laws. Currently, its Board includes one Council appointee.

Liaison Committee with Fleming College

The Liaison Committee comprises twelve members, including representatives from the college as well as the Mayor and two Councillors to communicate on matters of mutual interest. There are no formal terms of reference for this committee, and it operates to ensure communications between the City and the College are maintained. The members of Council are appointed by Council based on the Mayor's recommendation

Liaison Committee with Trent University

The committee comprises fifteen members, including representatives from the university as well as the Mayor and three Councillors to communicate on matters of mutual interest. There are no formal terms of reference for this committee, and it operates to

ensure communications between the City and the University are maintained. The members of Council are appointed by Council based on the Mayor's recommendation.

Market Hall Performance Centre

Market Hall Performing Arts Centre is a not-for-profit corporation that determines the composition of its own Board. Its Board is currently composed of up to 15 members including one member of City Council. Its mission is to establish, operate, and maintain a facility for performing and visual arts in the City of Peterborough. Market Hall Performance Centre leases its facility from the City of Peterborough. The Mayor recommends one member of Council for appointment. The Mayor's recommendation is approved by Council and relayed to the Board.

Multicultural Canada Day Committee

Prior to 2018, a more formal Multicultural Canada Day Committee existed involving volunteers from the community to assist with event planning. In more recent years, with the absence of community volunteers, Recreation staff have been performing the majority of planning of the parade and related activities. There is one member of City Council involved with this Committee. The member of Council is appointed by Council based on the Mayor's recommendation.

Otonabee Region Conservation Authority

Otonabee Region Conservation Authority (ORCA) is an authority established under the Conservation Authorities Act (Ontario). The Conservation Authorities Act governs the appointment of members of ORCA's Board. Currently three members of Council are members of the ORCA Board. The members of Council are appointed by Council based on the Mayor's recommendation.

Peterborough Downtown Improvement Area

Peterborough Downtown Improvement Area is a board of management established by Council in By-law 17-095. Pursuant to the By-law, the minimum number of Directors is 7 and the maximum number is 13. Council directly appoints one or more Directors. The remaining Directors must be BIA members, are selected by a vote of the membership of the improvement area and then appointed by Council. Its board currently includes one member of Council.

Peterborough Green-Up Association

Peterborough Green-Up Association is a not-for-profit corporation that determines the composition of its own Board. Green-Up offers programs for schools, homes, businesses, and neighbourhoods to support its mission.

The Board consists of 13 community members selected by the Board and one Council appointee. The Mayor recommends one member of Council for appointment. The Mayor's recommendation is approved by Council and relayed to the Board.

Peterborough Housing Corporation

Peterborough Housing Corporation (PHC) is a local housing corporation originally incorporated December 14, 2000, pursuant to the **Social Housing Reform Act, 2000** and continued under the **Housing Services Act, 2011**.

Council determines PHC's Board's composition pursuant to a shareholder declaration. The PHC Board membership is currently comprised of the City's Mayor, City's Chair, Housing, City's Vice-Chair, Housing, City's Chair, Finance and the Warden of the County of Peterborough.

Peterborough Housing Municipal Services Corporation

Peterborough Housing Municipal Services Corporation (PHMSC) is a municipal services corporation incorporated by the City for the purpose of constructing and managing affordable housing. Council determines PHMSC's Board's composition pursuant to a shareholder declaration.

The Board of Directors is currently composed of five members of Council: the Mayor, Deputy Mayor, Housing Committee Chair, Housing Committee Co-Chair and Finance Committee Chair. The Board will be supported by staff in the City Clerk's Office once it becomes operational.

Peterborough Police Service Board

Peterborough Police Service Board (PPSB) is a local board continued pursuant to the Community Safety and Policing Act, 2019 (Ontario). Pursuant to the Act, the Board is composed of five members unless the municipality determines that it should be seven or nine members. The PPSB Board is currently five members. Pursuant to the Act, a five-member board must consist of:

- a) the head of the municipal council or, if the head chooses not to be or is ineligible to be a member of the board, another member of the municipal council appointed by resolution of the municipality;
- b) one member of the municipal council appointed by resolution of the municipality;
- c) one person appointed by resolution of the municipality, who is neither a member of the municipal council nor an employee of the municipality; and
- d) two persons appointed by the Lieutenant Governor in Council.

Peterborough Public Library Board

The **Public Libraries Act** (Act) permits the Council of a municipality to establish a library and provides that a public library is under the management and control of a board. A public library board must be composed of at least five members appointed by the municipal council. The Act does not require that the board include members of Council. However, where Council does appoint its members to the board, the maximum number of appointed councillors must not exceed one less than a majority of the board.

Peterborough Public Library Board is composed of nine members of which two are members of Council. The members of Council are appointed by Council based on the Mayor's recommendation.

The Clerk's Office provides secretariate support to the Board.

Peterborough County-City Health Unit Board

Pursuant to section 21 of R.R.O. 1990, Reg. 559, the Board of Health of the Peterborough County-City Health Unit is composed of six municipal members as follows:

- Three members to be appointed by the Municipal Council of the County of Peterborough.
- Three members to be appointed by the Municipal Council of the City of Peterborough.

The Board of Health is mandated by the provincial government through the **Health Protection and Promotion Act** to implement the Ontario Public Health Standards and includes representatives from the two First Nations communities and provincial appointees.

A "municipal member" means a person appointed to the Board of Health by the council of a municipality. It is not mandatory that such persons be members of Council. Council's appointees are based on the Mayor's recommendation.

Peterborough Utilities Commission

Peterborough Utilities Commission (PUC) was originally a public utility established pursuant to the Public Utilities Act. PUC was then continued as a municipal service board pursuant to section 195 of the Municipal Act, 2001. It is, therefore, a local board of the City. The PUC Board consists of five members appointed by City Council.

Showplace Peterborough Performance Centre

Showplace Peterborough Performance Centre is a not-for-profit corporation that determines its own Board's composition. Its Board currently includes one member of

Council. The Mayor recommends one member of Council for appointment. The Mayor's recommendation is approved by Council and relayed to the Board.

Strategic Plan

Governance & Fiscal Sustainability

Strategic Priority: Develop and implement a robust and effective community engagement and communication plan to ensure our community is well informed and proactively engage in conversations and decisions that shape our community's future.

This report will aid Council to determine the extent to which good governance is aided by standing advisory committees, ad hoc advisory committees established by Portfolio Chairs and Councillors' participation on such advisory committees and third party organizations and corporations.

Budget and Financial Implications

There are no budget and financial implications as a result of the adoption of the recommendations of this report.

Submitted by,

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