



City of
Peterborough

To: Members of the General Committee

From: Mayor Jeff Leal

Meeting Date: October 28, 2024

Report: Governance of Advisory Committees and Councillors' Participation on Local Boards, Municipal Corporations and Third Party Organizations and Corporations, Report COU24-002

Subject

A report to recommend to Council changes to the participation of members of Council on advisory committees and on local boards, municipal corporations and third party organizations and corporations.

Recommendations

That Council approve the recommendations outlined in Report COU24-002, dated October 28, 2024, of Mayor Jeff Leal, as follows:

- a) That the recommendations outlined in Report COU24-002 of Mayor Jeff Leal be approved effective January 1, 2025.
- b) That a by-law be passed on November 4, 2024 to amend Portfolio Chairs By-law 24-017 to establish two Portfolio Chair positions for each of the five City Departments, with an additional two Portfolio Chairs for Homelessness, in the form of amending by-law comprising Appendix C to this report.
- c) That, effective November 4, 2024, each member of Council be appointed as a Portfolio Chair for each of the Portfolios as follows:
 - i) Community Services (except Homelessness): Councillors Bierk and Parnell;
 - ii) Community Services (Homelessness): Councillors Bierk and Riel;
 - iii) Finance and Corporate Support Services: Councillors Beamer and Haacke;

- iv) Infrastructure, Planning and Growth Management: Councillors Duguay and Lachica;
 - v) Legislative Services: Councillors Baldwin and Crowley;
 - vi) Municipal Operations: Councillors Riel and Vassiliadis.
- d) That, effective November 4, 2024, Councillor Parnell be appointed as the Presiding Officer for public meeting matters comprising the Planning Act at General Committee.

Executive Summary

- This report responds to Report LSCLKS24-006, Advisory Committee Update and considers governance efficiency and effectiveness respecting the participation of members of Council on advisory committees and on local boards, municipal corporations and third party organizations and corporations.
- To improve governance, this report recommends rescinding the appointments of members of Council to advisory committees and a reduction in the participation of members of Council on certain local boards, municipal corporation and third party organizations and corporations.
- This report also recommends amendments to the Portfolio Chairs By-law 24-017 and the appointment of Portfolio Chairs to align with the City's five Departments, with an additional two Portfolio Chairs for Homelessness.
- The report recommends that Councillor Parnell be appointed as the Presiding Officer for public meeting matters comprising the Planning Act at General Committee.

Background

This report considers governance efficiency and effectiveness respecting the current complement of advisory committees and respecting the participation of members of Council on such advisory committees and on local boards, municipal corporations and third party organizations and corporations.

On June 24, 2024, Council approved the recommendations in Report LSCLKS24-006, Advisory Committee Update 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, 2024 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.

Council further directed:

That the Mayor consult with members of Council and staff regarding the governance model for COPHI.

Mayor's Consultation with Members of Council

Following Council's approval and directions, the Mayor consulted with each member of Council. The recommendations in this report are informed by that consultation and are intended to bring greater clarity to Council's roles and responsibilities, to recognize the challenging schedule of meetings members may experience and to improve governance to foster an environment where members can focus on key initiatives involving Council's Strategic Plan.

Changes to Councillors' Participation on Advisory Committees

Advisory Committees have been created by Council to provide advice on particular issues or subjects to all of Council. When a member of Council is appointed to an Advisory Committee, they are asked to simultaneously fulfill two incompatible roles – they are both part of the body who advises Council and a member of the Council which is being advised. As a result, to improve governance and decrease the workload for Councillors, this report recommends rescinding the appointments of members of Council to Advisory Committees.

This would mean no member of Council would sit on the following Committees:

- Accessibility Advisory Committee

- Arenas, Parks and Recreation Advisory Committee
- Arts and Culture Advisory Committee
- Citizen's War Memorial Advisory Committee
- Community Investment Grants Advisory Committee
- Museum and Archives Advisory Committee
- Peterborough Architectural Advisory Committee
- Peterborough Environmental Advisory Committee
- Planning Advisory Committee
- Transit Liaison Committee

It is recommended that Council representation remain in place for advisory committees whose membership includes representation from Peterborough County Council, such as the Age-Friendly Peterborough Advisory Committee.

Council's approval of the recommendations in Mayor's Report COU22-002 dated December 5, 2022 (Appendix A) effected a series of appointments of members of Council including to various of the following Advisory Committees which are listed and described on pages 2 – 13 of Report LSCLKS24-006 (Appendix B). The recommended changes are as follows:

Committee	Recommended Changes, as Applicable
Accessibility Advisory Committee (AAC)	Rescind Council's appointment of a Member of Council to this committee.
Age-Friendly Peterborough Advisory Committee (AFPAC)	No changes.
Airport Strategic Initiatives Committee (ASIC)	Rescind appointment of Councillor Haacke. Appoint Councillor Riel.

Committee	Recommended Changes, as Applicable
Arenas Parks and Recreation Advisory Committee (APRAC)	Rescind Council's appointment of a Member of Council to this committee.
Arts and Culture Advisory Committee (ACAC)	Rescind Council's appointment of Members of Council to this committee.
Citizen Appointment Selection Committee	Dissolve. (See discussion below about establishment of a working group).
Citizens' War Memorial Advisory Committee	Rescind Council's appointment of a Member of Council to this committee.
Community Investment Grants Advisory Committee	Rescind Council's appointment of Members of Council to this committee.
Greater Peterborough Joint Services Committee (GPJSC, formerly Peterborough Regional Liaison Committee)	No changes.
Museum and Archives Advisory Committee (MAAC)	Rescind Council's appointment of a Member of Council to this committee.
Operations and Development Advisory Committee (ODAC) (staff committee)	No changes.
Peterborough Architectural Conservation and Advisory Committee (PACAC)	Rescind Council's appointment of a Member of Council to this committee.
Peterborough Environmental Advisory Committee (PEAC)	Rescind Council's appointment of a Member of Council to this committee.

Committee	Recommended Changes, as Applicable
Peterborough Transit Liaison Committee (PTLC)	Rescind Council's appointment of Members of Council to this committee.
Planning Advisory Committee (PAC)	Rescind Council's appointment of a Member of Council to this committee.
Procedure By-law Review Committee	Dissolve. See discussion below about establishment of a working group.
Waste Management Committee (WMC)	No changes.
Youth Commission	No changes.

For Advisory Committees that are supported by staff in the Clerk's Office, it is recommended that their meeting start times change to 4:00 p.m.

Citizen Appointments Selection Working Group

It is recommended that a Citizens Appointments Selection Working Group (CASWG) be established comprised of the Mayor, Deputy Mayors, the Diversity, Equity and Inclusion Officer and the Accessibility Officer together with staff as designated by the Commissioner, Community Services, from the Recreation and Parks Division and the Arts and Culture Division, and as designated by the Commissioner, Legislative Services, from the Clerk's Services Division. The CASWG would make recommendations to Council from time-to-time respecting citizen appointments to Advisory Committees, and would make recommendations to Council regarding Civic Award nominations.

Procedure By-law Working Group

It is recommended that a Procedure By-law Working Group (PBWG) be established comprised of the Mayor, Presiding Officers, CAO, Commissioner of Legislative Services, City Clerk and Deputy Clerk. The PBWG would make recommendations to Council from time to time respecting the Procedure By-law and related matters.

Changes to Local Boards, Municipal Corporations and Other Third Party Organizations and Corporations

Following are the local boards, municipal corporations and other third party organizations and corporations (each, a “Body”), the Boards of which include members of Council pursuant to the Mayor’s 2022 Report (Appendix A). Each Body is listed and described on pages 13 – 17 of Report LSCLKS24-006 (Appendix B). Following are changes, as applicable, recommended for each:

Body	Recommended Changes, as Applicable
Art Gallery of Peterborough	Rescind Council’s recommendation to the Art Gallery of Peterborough for the appointment of a member of Council to its Board.
The Canadian Canoe Museum	Rescind Council’s recommendation to The Canadian Canoe Museum for the appointment of a member of Council to its Board.
City of Peterborough Holdings Inc.	Board composition, including respecting the current inclusion of two members of Council, is to be considered in 2025 in relation to the pending transfer of water utility operations.
Downtown Action Committee	No changes.
East City Ashburnham Village Business Improvement Area	Rescind Council’s appointment of one member of Council to the Board of East City Ashburnham Village Business Improvement Area.
Fairhaven Board of Management	No changes.

Body	Recommended Changes, as Applicable
Greater Peterborough Chamber of Commerce	Rescind Council's appointment of one member of Council to the Council (Board) of Greater Peterborough Chamber of Commerce.
Liaison Committee with Fleming College	No changes.
Liaison Committee with Trent University	No changes.
Market Hall Performance Centre	Rescind Council's recommendation to Market Hall Performance Centre for the appointment of a member of Council to its Board.
Multicultural Canada Day Committee	Rescind Council's appointment of one member of Council.
Otonabee Region Conservation Authority	No changes.
Peterborough County-City Health Unit Board	No changes.
Peterborough Downtown Improvement Area	Rescind Council's appointment of one member of Council to the Board of Peterborough Downtown Improvement Area.
Peterborough Green-Up Association	Rescind Council's recommendation to Peterborough Green-Up Association for the appointment of a member of Council to its Board.

Body	Recommended Changes, as Applicable
Peterborough Housing Corporation	Rescind appointment of Mayor Leal. Appoint Councillor Parnell.
Peterborough Housing Municipal Services Corporation	No changes.
Peterborough Police Service Board	No changes.
Peterborough Public Library Board	Rescind Council's appointment of Councillor Baldwin.
Peterborough Utilities Commission (PUC)	The status of PUC is to be considered in 2025 in relation to the pending transfer of water utility operations.
Showplace Peterborough Performance Centre	Rescind Council's recommendation to Showplace Peterborough Performance Centre for the appointment of a member of Council to its Board.

For each Body for which “no changes” are proposed, any member of Council currently appointed to the Body’s Board by Council directly or by the Body on Council’s recommendation, as applicable, affected by Council’s approval of the Mayor’s 2022 Report (Appendix A) will remain in effect at this time.

In each circumstance where it is proposed that a member of Council would no longer be appointed by Council to the Board of a Body or recommended by Council for appointment by a Body to its Board, an individual member of Council would be free on the member’s own accord to seek to be appointed directly by the Body in that member’s personal capacity and not as a member of Council or otherwise representing the City.

Changes Proposed to Take Effect January 1, 2025

The changes proposed in the report, other than the amendments to the Portfolio Chairs By-law and the appointment of Councillor Parnell as the Presiding Officer for public

meeting matters comprising the Planning Act at General Committee, are recommended to take effect January 1, 2025 to accommodate measures to implement the changes including notice to third party organizations and corporations, changes to Councillors' schedules and consideration of any consequential amendments to by-laws or Advisory Committee terms of reference.

Portfolio Chairs By-law 24-017

It is recommended that the Portfolio Chairs By-law be amended to align the assignment of individual members of Council with the City's five departments, with an additional two Portfolio Chairs to be assigned to Homelessness. Each member of Council's Portfolio would align with the subject matter of the department to which the Councillor would be appointed as a Portfolio Co-Chair. Appendix C is the proposed form of amending by-law to be passed at the November 4, 2024 Council meeting.

Following are the recommended appointments of each Portfolio Chair to be effective November 4, 2024:

- a) Community Services (except Homelessness): Councillors Bierk and Parnell;
- b) Community Services (Homelessness): Councillors Bierk and Riel.
- c) Finance and Corporate Support Services: Councillors Beamer and Haacke;
- d) Infrastructure, Planning and Growth Management: Councillors Duguay and Lachica;
- e) Legislative Services: Councillors Baldwin and Crowley;
- f) Municipal Operations: Councillors Riel and Vassiliadis.

Appointment of Presiding Officer for Planning Public Meeting Matters

As a housekeeping matter, due to the fact that the role of Chair of Planning, established in Mayor's report COU22-002, was previously rescinded, it is proposed that Councillor Parnell be appointed as the Presiding Officer for public meeting matters comprising the Planning Act at General Committee.

Strategic Plan

Strategic Pillar: Governance & Fiscal Sustainability

Strategic Priority: Pursue service excellence in governance to support long-term fiscal sustainability of the city while respecting the impact of decisions on taxpayers.

The approval of the recommendations in this report will improve governance by permitting members of Council to, collectively, focus on their core mandate as elected officials.

Budget and Financial Implications

There are no budget or financial implications resulting from Council's approval of this report's recommendations.

Attachments

Appendix A: Report COU22-002 dated December 5, 2022, Council Appointments to Committees and Boards

Appendix B: Report LSCLKS24-006 dated June 17, 2024, Advisory Committee Update

Appendix C: Proposed By-law to amend Portfolio Chairs By-law 24-017

Submitted by,

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