

# COMMITTEE AGENDA



TO **Striking Committee**

DATE December 13, 2010

LOCATION Council Chambers

TIME 5:30 p.m.

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## **DISCLOSURE OF PECUNIARY INTEREST**

## **CONSENT AGENDA**

### **ITEM**

STRIKE-A1 Council Standing Committee Appointments

STRIKE-A2 Discretionary & Mandatory Council Appointments to Boards and Committees

STRIKE-B1 Guelph Public Library Board Composition

STRIKE-B2 Downtown Guelph Business Association Board Composition

## **ADJOURN**

**STRIKING COMMITTEE - CONSENT AGENDA**

**December 13, 2010**

Her Worship the Mayor  
and  
Members of Guelph City Council.

**SUMMARY OF REPORTS:**

The following resolutions have been prepared to facilitate Council’s consideration of the various matters and are suggested for consideration. If Council wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with immediately. The balance of the Consent Agenda will be approved in one resolution.

**A Reports from Administrative Staff**

<b>REPORT</b>	<b>DIRECTION</b>
<p><b>A-1) COUNCIL STANDING COMMITTEE APPOINTMENTS</b></p> <p>THAT Council temporarily suspend the rule which requires Chairs to be selected after the members have been appointed to the standing committees;</p> <p>AND THAT the procedural by-law be amended to implement this as an annual practice.</p>	Approve
<p><b>A-2) DISCRETIONARY COUNCIL APPOINTMENTS</b></p> <p>THAT Council determine whether it wishes to continue appointing members of Council to serve on certain boards and committees, where the requirement for the appointment to be a member of Council is discretionary;</p> <p>AND THAT appointments to such boards and committees which Council determines not be filled by Council appointees be deferred until there has been an opportunity for consultation with the boards and committees involved.</p>	Approve
<p><b>B ITEMS FOR DIRECTION OF COUNCIL</b></p> <p><b>B-1) Guelph Public Library Board Composition</b></p> <p>THAT the request from the Guelph Public Library Board to remove the school board representation and replace those positions with citizens at</p>	Approve

large, be deferred until such time as there is consultation with the school boards.

**B-2) Downtown Guelph Business Association Board Composition**

Approve

THAT the request from the Downtown Guelph Business Association be approved and the composition of the Board be changed from 14 members to 12 members.

**C ITEMS FOR INFORMATION OF COUNCIL**

attach.

TO **Guelph City Council**

SERVICE AREA Office of the CAO – City Clerk’s Office  
DATE December 13, 2010

**SUBJECT Standing Committee Appointments**  
REPORT NUMBER

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## **RECOMMENDATION**

THAT Council temporarily suspend the rule which requires chairs to be selected after the members have been appointed to the standing committees, and that the procedural by-law be amended to implement this as an annual practice.

## **BACKGROUND**

In September of this year, Council adopted the following new standing committee structure:

- Audit Committee
- Corporate Administration, Finance and Emergency Services Committee
- Community & Social Services Committee
- Governance Committee
- Operations & Transit Committee
- Planning, Engineering & Environmental Services Committee

It was agreed at that time, that each member of Council will serve on at least two standing committees. The Chairs of CAFES, PEES, OP&T, C&SS automatically serve as members of the Governance Committee. The Mayor is a member of all standing committees, and is chair of the Governance Committee.

The procedural by-law provides that Council shall consider both qualifications as well as individual interests as standing committee members are selected. In order to balance standing committee workload, each councillor shall serve on at least two of the standing committees. The selected members of each standing committee shall be appointed by Council for a one year term. The by-law further provides that Council as a whole shall select a chair from among the members of the standing committee annually at the same meeting at which standing committee members are appointed.

In preparing for these appointments, it became apparent that if the standing committee members are appointed first and the chairs second, this could result in some members appointed to two standing committees, and then automatically being appointed to the Governance Committee by virtue of being a chair. Given the

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additional workload involved in serving as a standing committee chair, it is being suggested that Council temporarily suspend this rule, to allow the chairs to be appointed first in 2010, and that the procedural by-law be amended to implement this as an annual practice.

### **CORPORATE STRATEGIC PLAN**

Goal 5 - A community focused responsible and accountable government.

### **FINANCIAL IMPLICATIONS**

n/a

### **ATTACHMENTS**

Summary of Council Appointments to Standing Committees

Original Signed by:  
Tina Agnello for  
Lois A. Giles

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### **Prepared By:**

Lois A. Giles,  
General Manager, Information Services/Clerk.  
519 822-1260 x 2232  
[lois.giles@guelph.ca](mailto:lois.giles@guelph.ca)

### COUNCIL APPOINTEES TO STANDING COMMITTEES

<b>Standing Committee</b>	<b>Council Representation</b>	<b>Term to be served</b>
Act in Place of Mayor During Emergency	3 councillors	4 year term
Governance Committee	Mayor and Chairs of CSS, CAFES, PEES & O&T	1 year term
Audit Committee	Mayor & 4 councillors	1 year term
Community & Social Services Committee	Mayor & 4 councillors	1 year term
Corporate Administration, Finance & Emergency Services Committee	Mayor & 4 councillors	1 year term
Operations & Transit Committee	Mayor & 4 councillors	1 year term
Planning, Engineering & Environmental Services Committee	Mayor & 4 councillors	1 year term

# COUNCIL REPORT



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**TO** **Guelph City Council**

**SERVICE AREA** CAO's Office – City Clerk's Office  
**DATE** December 13, 2010

**SUBJECT** **Discretionary and Mandatory Council Appointments**  
**REPORT NUMBER**

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## **RECOMMENDATION**

THAT Council determine whether it wishes to continue appointing members of Council to serve on certain boards and committees, where the requirement for the appointment to be a member of Council is discretionary;

AND THAT appointments to such boards and committees which Council determines not be filled by Council appointees be deferred until there has been an opportunity for consultation with the boards and committees involved.

## **BACKGROUND**

At the beginning of each term, City Council members are appointed to various statutory boards, committees and commissions.

During orientation, a request was made for a summary of the various appointments along with information on whether or not the appointment of a member of City Council was mandatory. A summary is attached which outlines the boards and committees where Council representation is mandatory, and where Council representation is discretionary.

If Council determines that it would like to make a change in these historical appointments, it is suggested that consultation with the boards or committees involved take place prior to a final decision.

## **CORPORATE STRATEGIC PLAN**

Goal 5 - A community focused responsible and accountable government.

## **FINANCIAL IMPLICATIONS**

n/a

## **ATTACHMENTS**

Summary of Mandatory and Discretionary Council Appointments

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Original Signed by:  
Tina Agnello for  
Lois A. Giles

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**Prepared By:**

Lois A. Giles,  
General Manager, Information Services/Clerk.  
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## COUNCIL APPOINTEES TO COMMITTEES, BOARDS AND COMMISSIONS

### STATUTORY AGENCIES, BOARDS OR COMMISSIONS WHERE COUNCIL REPRESENTATION IS MANDATORY:

Board or Committee	Representation	Term to be served	Comments
Board of Commissioners of Guelph General Hospital – this Board governs the affairs of the Guelph General Hospital with regard to its Vision, Mission, Values, strategic planning, financial management, quality management, facilities planning, human resource planning, community relations and governance practices.	One - Mayor or Designate	4 year term	Mandatory appointment under the Guelph General Hospital Act.
Board of Directors of Guelph Hydro Inc. - Guelph Hydro Inc. is a holding company with two subsidiaries - Guelph Hydro Electric Systems Inc. (regulated local electricity distribution) and Ecotricity Inc. (generation, energy conservation and sustainability). The City is the sole shareholder of the corporation, and pursuant to a Shareholder Declaration, the GHI board is responsible for the overall stewardship of the corporation, with emphasis on strategic planning, risk mitigation, succession planning, communications policies, and the integrity of the corporation’s internal control and information systems.	One - Mayor or designate	4 year term	Mandatory appointment under the Shareholder Declaration.
Board of Trustees of The Elliott Community – this Board is responsible for the management of a charitable, non-profit seniors’ residence offering a continuum of residential and nursing services.	One - Mayor or designate	3 year term	Mandatory appointment under the Elliott Act.
Guelph Junction Railway Company Board of Directors The City is the sole shareholder of this corporation, and pursuant to a Shareholder Declaration, this Board manages the business affairs of the Railway which operates the rail line between Guelph and Guelph Junction near Campbellville.	One - Mayor or designate Three - Councillors	4 year term	Mandatory appointment under Shareholder Declaration
Guelph Non-Profit Housing Board – this board provides and operates affordable rental housing within the community.	One Councillor	4 year term	Mandatory appointment under Guelph Non-Profit Housing Corporation By-laws.
Guelph Police Services Board –this board is responsible for the provision of adequate and effective police services in the municipality, including overseeing the budget, setting policy and other administrative tasks relating to the Guelph Police Service.	One - Mayor or designate One - Councillor	4 year term of Council	Mandatory appointment under Police Services Act.

**STATUTORY AGENCIES, BOARDS OR COMMISSIONS WHERE COUNCIL REPRESENTATION IS DISCRETIONARY:**

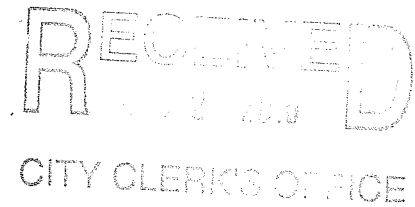
<b>Board or Committee</b>	<b>Historical Representation</b>	<b>Term to be served</b>	<b>Comments</b>
Grand River Conservation Authority – this board is a watershed management agency through which 38 municipalities work cooperatively to improve water quality, reduce flood damages, maintain a reliable water supply, facilitate watershed planning, protect natural areas and biodiversity, and provide environmental education and recreational opportunities within the watershed of the Grand River.	Two Councillors	3 years	Confirmed with GRCA that appointees do not have to be council members.
Board of Directors of Family and Children’s Services – This Board provides help and support services for families to ensure that children are protected from physical and emotional abuse or neglect.	One Councillor	4 year term	Confirmed with Ministry of Youth & Social Services that appointees do not have to be Council members.
Guelph Public Library Board - the board is responsible for the management and control of the Guelph Public Library.	One Councillor	4 year term	Appointees do not have to be Council members. The Public Libraries Act does not specify that appointees must be members of council.
Downtown Guelph Business Association Board - this board provides business promotion and improvement functions in order to revitalize and maintain a dynamic Downtown neighbourhood and to promote the area as a business or shopping destination.	One - Councillor from Ward One One - Councillor from one of the remaining wards	4 year term	Appointees do not have to be Council members. The Municipal Act provides that one or more directors shall be appointed directly by the municipality, but does not require that they be members of Council. The City’s establishing by-law does provide for the appointment of two councillors.
MacDonald Stewart Community Art Centre Board of Trustees –the Centre is a non-profit charitable organization with four official sponsors – the City, the University of Guelph, the County of Wellington and the Upper Grand District School Board. This board manages and controls the affairs of the Centre.	One Councillor	4 year term	Appointees do not have to be Council members. The Act to incorporate the Macdonald Stewart Community Centre provides that three “persons” are to be appointed by the Corporation of the City of Guelph.
Board of Trustees of St. Joseph’s Health Care Centre – this Board manages this health care facility which provides long-term care, complex continuing care, rehabilitation and other important health services.	One Councillor	4 year term	There is no statutory requirement for Council to make an appointment to this Board.
Wellington-Dufferin-Guelph Health Unit Board - this tri-party board (City, Wellington County, Dufferin County) provides public health programs and services targeted at prevention of disease, health promotion and health protection.	Mayor and One Councillor	4 year term	The appointment of councillors appears to be discretionary, as both the Health Protection & Promotion Act and the tri-party agreement have no mandatory requirement that members of Council be appointed to the Board.

**NON-STATUTORY COMMITTEES WITH CONTINUING COUNCIL REPRESENTATION:**

<b>Board or Committee</b>	<b>Representation</b>	<b>Term to be served</b>	<b>Comments</b>
Guelph Museums Advisory Committee - this advisory board is responsible for the general management, regulation and work of the Guelph Museums.	One Councillor	4 year term	As part of its review of advisory committees this year, City Council agreed that the Guelph Museums Board of Management would continue as an advisory body to be known as the Guelph Museums Advisory Committee, with the composition to consist of 8 citizen appointees and one Council appointee.
Well Interference Committee – This committee was established to hear appeals on well interference complaints resulting from the City’s groundwater taking, and where appropriate, recommend compensation to residents for well interference.	3 councillors	4 year term	This committee also has political representation from the Puslinch, Guelph-Eramosa and Milton. This committee has not been active in recent years.
Youth Council Representatives - The Guelph Youth Council (GYC) is a group of local youth volunteers (ages 13 - 18), committed to the preservation and enhancement of youth culture within our city. The GYC plays an active role in ensuring that the collective ‘voice’ of the local youth population is heard and represented throughout the community.	2 councillors	4 year term	Council appointed 2 members in 2007.

October 19, 2010

Ms. Lois Giles  
General Manager of Information Services/City Clerk  
1 Carden Street,  
Guelph, ON  
N1H 3A1



Dear Ms Giles:

I am writing to advise you of some recent recommendations made by the Guelph Public Library Board with regard to the size of the Board and the method of appointment of Board members. These recommendations were prompted by changes that were made by the Province in 2002 to the Public Libraries Act (PLA).

#### **Size of the Board**

Previously the PLA prescribed the number of board members required based on population size. In the case of Guelph the Board was required to be composed of at least nine (9) members and no more than (15) members. Under the changes to the PLA, the City must appoint at least five (5) members to the Library Board but, as in the past, there is no maximum number required based on the population served.

#### **Recommendations by School Boards**

Previously the City was responsible for making all appointments to the Board but was required to receive recommendations from the Public School Board (2 members) and the Catholic School Board (1 member). This is no longer a requirement of the PLA, so the City may choose to remain with this system of appointing, or choose to appoint members without reference to any other organization.

At its last meeting the Library Board considered these changes and approved the following motions:

- *That the size of the Board continues to be nine (9) members.*
- *That the Board recommend to the City of Guelph that the Boards of Education no longer be requested to nominate candidates for Board appointment.*

Assuming the City is supportive of the second recommendation, the Library Board recommends that the City contact the two School Boards and advise them of the City's intention to no longer seek their recommendations for Library Board appointments and invite any comments they may have. (It is our understanding from informal discussions with the Directors of Education that they would support this change).

It is our hope that this change could be approved as soon as possible so that it is in place for the upcoming appointments by the new Council.

If you require any additional information please contact me and/or Cathy McInnis, Acting Chief Library.

Sincerely,

A handwritten signature in black ink, appearing to read "Alan Pickersgill". The signature is fluid and cursive, with a long horizontal stroke at the end.

Alan Pickersgill  
Chair, Guelph Public Library Board



November 30, 2010

Lois Gilles, Clerk  
City of Guelph  
1 Carden Street  
Guelph, ON

Dear Lois Gilles:

On behalf of the Board of Directors of the Downtown Guelph Business Association (DGBA), please find attached a list of new Board members to be appointed by Council.

At this time, we would also like to request that the number of voting Board members of the DGBA be changed from 14 to 12.

Many thanks for your assistance in presenting this to Guelph City Council.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles Davidson".

Charles Davidson  
Chair, DGBA



## Downtown Guelph Business Association Board of Directors 2010-2014

### Executive:

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**MARK RODFORD, Past Chair**  
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### Staff:

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