Background

This report sets out the procedure for Council to appoint members of Council to the following Committees:

- Audit Committee
- Community Services Committee
- Emergency Services Committee
- Operations Committee
- Planning Committee
- Hearing Committee

Committees of Council are comprised only of Members of Council. The Council of the City of Greater Sudbury follows the standing committee model, with six (6) standing committees (Audit, Community Services, Emergency Services, Finance & Administration, Operations, and Planning) with regularly scheduled meetings that parallel the organizational structure. In addition there are three permanent committees (Emergency Governance, Hearing, and Nominating) that meet on an as required basis.

One of the standing committees, Finance and Administration, is a committee of the whole, meaning that all members of Council sit on that committee. The other five (5) standing committees consist of members appointed by Council. To ensure balance of workload between members of Council, it has been tradition that Council Members either sit on the Planning Committee which meets twice per month or they sit on more than one of the Community Services, Emergency Services or Operations Committees as each of these committees meet monthly. The Audit Committee meets quarterly.

Only one of the three permanent committees of Council requires appointments at this time, that being the Hearing Committee. Nominating Committee is a committee of the whole and the Emergency Governance Committee is comprised of between three and six members of Council who are available at the time of an emergency declared pursuant to the Emergency Management and Civil Protection Act.
Standing Committees of Council:

Audit Committee:
The Audit Committee provides oversight to the office of the Auditor General and receives presentations and reports from the Auditor General. The Committee also provides oversight to the work of the City of Greater Sudbury's external auditors which includes review of the annual Audited Financial Statements and the annual Audit Findings Report and approval of the external auditors' annual Audit Plan. This committee is comprised of between five and seven members of Council.

Community Services Committee:
The Community Services Committee receives presentations and correspondence and reports from the Community Development Department, and makes recommendations to Council on these matters. Topics at recent meetings have been as varied as strategies around homelessness, parks, and community housing. This committee is comprised of between five and seven members of Council.

Emergency Services Committee:
The Emergency Services Committee receives presentations and correspondence and reports from the Community Safety Department and makes recommendations to Council on these matters. The committee reviews proposals for new policies, conducts service level reviews, including proposed changes to existing service levels, or the introduction of new services or programs delivered by the Community Safety Department. This committee is comprised of between five and seven members of Council.

Finance and Administration Committee:
The primary role of the Finance and Administration Committee is the annual operating and capital budget process which includes working on and recommending a budget to Council. This committee is comprised of all members of Council.

Operations Committee:
The Operations Committee receives presentations and correspondence and reports from the Growth and Infrastructure Department, except for the Planning Services Division, and makes recommendations to Council on these matters. Recent topics of discussion at this Committee
include landfill operations, management of roads and winter sidewalk maintenance. This committee is comprised of between five and seven members of Council.

Planning Committee:
In addition to hearing from community delegations and staff with regards to planning policies, the Planning Committee has specific responsibilities as outlined in legislation. These responsibilities include making recommendations under the Planning Act, the Development Charges Act and the Condominiums Act. The Planning Committee also makes recommendations regarding the sale, purchase and or expropriation of land by the municipality and on specific land related matters such as heritage designations. This committee is comprised of five members of Council.

Permanent Committees of Council:

Emergency Governance Committee:
This committee has yet to meet, and is authorized to carry out all of the duties and responsibilities of Council only when all three of the following conditions are in place: an emergency has been formally declared pursuant to the Emergency Management and Civil Protection Act. Council is unable to achieve quorum; and a telephone or electronic poll is not practical. As soon as any one of these conditions is achieved, the work of this committee ceases. Between three and six members of Council, depending on who is available at the time sit on the Committee.

Hearing Committee:
The role of the Hearing Committee is to conduct hearings and make decisions as outlined in specific pieces of legislation or by municipal by-laws. The full list of such hearings is contained in Article 43 of the Rules of Procedure and includes topics as varied as licensing and property tax hearings under the Municipal Act, 2001 and issues under the Drainage and Development Charges Act. This committee is comprised of five members of Council.

Nominating Committee:
The Nominating Committee meets on an as required basis to recommend citizen appointments to agencies, boards and other similar bodies. This committee is comprised of all members of Council.
Selection
The selection of Committee Members to committees of council is to be conducted in accordance with Articles 33 and 37 of the Procedure By-law. Council’s procedure requires that in the event more Members of Council are nominated than required, a simultaneous recorded vote shall be conducted to select the Committee Members.

It is always in order for a Member of Council to nominate themselves and to vote for themselves.

Once the successful candidates have been selected, a resolution will be introduced appointing the successful candidates.

Resources Cited
Emergency Management and Civil Protection Act: https://www.ontario.ca/laws/statute/90e09