

Briefing Note

Title	Bylaw 1471/20 – Governance and Council Services Committee Bylaw Review
Issue	Bylaw 1471/20, the Governance and Council Services Committee Bylaw, requires that Administration bring the Bylaw forward to Council for review by March 1, 2022.
Proposed Motion(s)	That the Committee receive the Governance and Council Services Committee Bylaw Review update as information.
Previous Council / Committee Direction	<u>March 10, 2020 Regular Council Meeting</u> Motion 110/20: That Council give third reading of Bylaw 1471/20.
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none"> At the May 14, 2019 Council Meeting, Council directed Administration to review the Council Committees structure and make recommendations to Council. At the March 10, 2020 Council Meeting, Council passed Bylaw 1471/20 to establish the Governance and Council Services Committee, with the mandate to: <ul style="list-style-type: none"> Provide a venue for discussion and decision on operational and housekeeping matters related to Council and identified within Bylaw 1471/20. Ensure that the mandates and terms of reference for Council-established Boards and Committees are reviewed to confirm alignment with Council's Strategic Plan and priorities as established by Council from time to time and to make recommendations to Council where adjustments may be required, and Ensure Council's expectations of Council Committees are articulated to the Council Committees so that Council's vision for the Municipality can be achieved. In order to fulfill its mandate, Council authorized the Governance and Council Services Committee to: <ul style="list-style-type: none"> Make decisions on the expenditure of Council common expenses, including public relations, sponsorships, conferences, conventions, and professional development funds, that are allocated to Council as a whole and not allocated to individual members of Council

	<p>through the annual budget process (individual allocations are not within the mandate of the Committee),</p> <ul style="list-style-type: none"> ○ Approve the process for conducting the annual County Commissioner performance evaluation, ○ Issue annual mandate letters to every other Council Committee, ○ Receive updates from Administration and provide recommendations on matters of a governance nature, including draft bylaws and policies which will ultimately be presented to Council for consideration, and ○ Approve Council professional development and orientation sessions that are scheduled for, and applicable to, all members of Council. <p><u>Committee Review</u></p> <ul style="list-style-type: none"> • To ensure that the Governance and Council Services Committee continues to meet Council's needs and continues to add value, section 10.1 of the Bylaw requires Administration to bring the Bylaw forward to Council for review by March 1, 2022, two years after the Bylaw was passed. • Administration identifies that the Governance and Council Services Committee continues to add value to the County's overall governance structure. Providing a venue for discussion and decision on operational and housekeeping matters and other matters within the Committee's jurisdiction enriches the County's governance structure. Matters that require decision that are not within the Committee's mandate are presented to Council. • Administration does not recommend that Bylaw 1471/20 be amended, and that Council receive this update as information, thereby acknowledging that, in its current form, the Committee is meeting Council's needs and expectations. • Should Council seek amendments to Bylaw 1471/20 to change the purpose, mandate, membership, or structure of the Committee, a motion to that effect would be required and Administration would draft corresponding amendments for Council's future consideration. <p><u>External Communication</u></p> <ul style="list-style-type: none"> • None. <p><u>Relevant Policy/Legislation/Practices:</u></p> <ul style="list-style-type: none"> • Bylaw 1471/20 – Governance and Council Services Committee Bylaw
Implication	<p><u>Strategic Alignment:</u></p> <p>Collaborative Governance: Transparent and action-oriented decision making based on sound rationale; clear and supportive governance processes.</p>

	<u>Organizational:</u> <ul style="list-style-type: none"> None. <u>Financial:</u> <ul style="list-style-type: none"> None.
Follow Up Action	1. Document that Bylaw 1471/20 has been reviewed in accordance with section 10.1 of the Bylaw (Legislative Services, February 2022).
Attachment (s)	1. Attachment 1: Bylaw 1471/20 – Governance and Council Services Committee Bylaw
Report Reviewed by:	Jesse Sopko, Director, Corporate Services Reegan McCullough, County Commissioner – CAO

Strategic Alignment Checklist

Vision: *Offering a rich tapestry of historical, cultural, and natural experiences, Sturgeon County is a municipality that honours its rural roots and cultivates desirable communities. Uniquely situated to provide world-class agricultural, energy, and business investment opportunities, the County prioritizes responsible stewardship and dreaming big.*

Guiding Principles: Collaboration | Accountability | Flexibility | Excellence | Safety | Future Readiness | Affordability | Innovation

Community Outcome	Not consistent	Consistent	N/A
Planned Growth			
<ul style="list-style-type: none"> Internationally competitive to attract, grow and sustain diverse businesses; tenacious focus on new growth and innovation 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Modern broadband and digital capabilities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Low cost, minimal red-tape regulations 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Reliable and effective infrastructure planning; comprehensive land use and infrastructure planning 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Thriving Communities			
<ul style="list-style-type: none"> Beautiful, surprising places with high standards; integrated natural spaces & trail systems; healthy and resilient 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Engaging cultural, historical, and civic amenities; strong community identity and pride 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Safe, welcoming, and diverse communities; small community feel and personal connection; commitment to high quality of life 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environmental Stewardship			
<ul style="list-style-type: none"> Clean air, land, and water; Carbon neutral municipal practices; circular economy opportunities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Conservation of natural areas and agricultural lands; enhanced greening and biodiversity; safekeeping ecosystems 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Sustainable development; partnerships with industry and others to drive emission reductions 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Collaborative Governance			
<ul style="list-style-type: none"> Predictable and stable external relationships; volunteer partnerships 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Meaningful connections with Indigenous communities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Ongoing community consultation and engagement; transparent and action-oriented decision making based on sound rationale 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Respectful and informed debate; clear and supportive governance processes 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Operational Excellence			
<ul style="list-style-type: none"> Engaged and effective people – Council, Admin and Volunteers; continuous learning and improvement mindset; nimble and bold, with strong leadership 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Quality cost-effective service delivery; robust procurement and operational practices and policies; asset management and performance measurement; careful debt and reserve stewardship; long-term financial planning and sustainability 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Future focused thinking to proactively respond to emerging opportunities and challenges 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Alternative revenue generation and service delivery models integrated strategic and business planning 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>