



**Council Member Motion
For the Committee of the Whole Meeting July 13, 2023**

To: Committee of the Whole July 13, 2023 **Date:** July 7, 2023
From: Mayor Alto
Subject: Council Procedures Update – Committee Policies

BACKGROUND

City Council continues to review and improve the City's governance procedures.

Committees can provide opportunities for public engagement and experiential advice for Council. Implementing policies for the establishment of committees and their terms of reference will enable and support their efficient and effective use, and will ensure that their operation and expectations are consistent. These policies will also establish guidelines for Council's consideration when creating future committees.

Should the proposed policies be adopted, staff will report back to Council with information on any impact of the policies' application to existing City committees.

RECOMMENDATION

1. That Council approve the attached *Committee Establishment Policy* and *Committee Terms of Reference Policy* to outline Council considerations when establishing a City committee and to outline terms of reference for City committees; and,
2. If adopted, Council direct staff to apply the *Committee Establishment Policy* and the *Committee Terms of Reference Policy* to existing committees and report back to Council with information on any impact of the policies' application to existing City committees.

Respectfully submitted.

A handwritten signature in black ink, appearing to read "Mayor Alto".

Mayor Alto

List of Attachments

Attachment A: *Committee Establishment Policy*
Attachment B: *Committee Terms of Reference Policy*