

# **ST. JOHN'S**

## **Minutes of Committee of the Whole - City Council**

**Council Chambers, 4th Floor, City Hall**

**September 18, 2019, 9:00 a.m.**

|          |  |
|----------|--|
| Present: | Mayor Danny Breen<br>Deputy Mayor Sheilagh O'Leary<br>Councillor Maggie Burton<br>Councillor Sandy Hickman<br>Councillor Debbie Hanlon<br>Councillor Deanne Stapleton<br>Councillor Hope Jamieson<br>Councillor Jamie Korab<br>Councillor Ian Froude<br>Councillor Wally Collins   |
| Regrets: | Councillor Dave Lane   |
| Staff:   | Kevin Breen, City Manager<br>Tanya Haywood, Deputy City Manager of Community Services<br>Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services<br>Cheryl Mullett, City Solicitor<br>Elaine Henley, City Clerk<br>Ken O'Brien, Chief Municipal Planner<br>Maureen Harvey, Legislative Assistant |
| Others   | Brian Head, Manager of Parks & Open Space<br>Elizabeth Lawrence, Director of Economic Development, Tourism and Culture   |

**1. Call to Order**

**2. Approval of the Agenda**

**2.1 Adoption of Agenda - September 18, 2019**

**Recommendation**

**Moved By** Councillor Jamieson

**Seconded By** Councillor Collins

That the agenda of September 18, 2019 be adopted as presented.

**MOTION CARRIED**

**3. Adoption of the Minutes**

**3.1 Committee of the Whole Minutes - September 4, 2019**

**Recommendation**

**Moved By** Councillor Hanlon

**Seconded By** Councillor Collins

That the Committee of the Whole minutes dated September 4, 2019 be adopted as presented.

**MOTION CARRIED**

**4. Presentations/Delegations**

**4.1 Presentation from the Anna Templeton Center**

The Committee entertained a delegation from the Anna Templeton Centre comprised of: Beverly Barbour, Deborah Newook, Rowena House.

Ms. Barbour conducted a Powerpoint Presentation which gave the committee the history, overview and update of the operations at the at the Anna Templeton Centre for Craft and Design.

A copy of the presentation is available from the Office of the City Clerk.

**5. Finance & Administration - Councillor Dave Lane**

**6. Public Works & Sustainability - Councillor Ian Froude**

**7. Community Services & Events - Councillor Jamie Korab**

**8. Housing - Councillor Hope Jamieson**

**9. Economic Development, Tourism & Culture - Sheilagh O'Leary**

## 10. Governance & Strategic Priorities - Mayor Danny Breen

### 10.1 Decision Note dated September 12, 2019 re: Terms of Reference Review - Advisory Committees, Working Groups and Experts Panels

Discussion took place on the Decision Note with the City Clerk explaining the rationale for proposed changes to the Terms of Reference of Advisory Committees, Working Groups and Experts Panels.

While the recommendation includes a provision to remove members for non-attendance, it was felt that there should be a "soft" action prior to any such removal.

It was also noted that often, these groups, attempt to introduce matters that are outside of the City's legislative authority and for which the City has no control. This tends to backlog the work of the respective committee and staff. Based on the merit of allowing these groups to consider other initiatives, the following amendment was put forward:

#### **Recommendation**

**Moved By** Councillor Burton

**Seconded By** Councillor Stapleton

That recommendation #1 regarding the proposed changes to the Terms of Reference for existing advisory committees, experts' panels and working groups be amended as follows:

| Purpose  |   |
|--|---|
| Current Wording  | Proposed Wording  |
| The (committee) provides information and advice to the Committee of the Whole on matters of (based on committee) as they relate to City programs, policies and services, as referred to it by committees of Council, or as initiated by the Advisory Committee itself. | The (committee) provides information and advice to the Committee of the Whole on matters of (based on committee) as they relate to City programs, policies and services, as referred to it by committees of Council. <b><i>Items initiated by the Advisory Committee itself would be subject to review and approval of Council, that such items are within the Committee's legislative authority.</i></b> |

**MOTION CARRIED**

## Recommendation

**Moved By** Councillor Stapleton

**Seconded By** Councillor Hanlon

That Council approve the proposed changes to the Terms of Reference for the existing advisory committees/working group and experts' panels as follows:

| Public Members   |  |
|--|--|
| Current Wording  | Proposed Wording   |
| Nexter Representation: In accordance with the Next Up! Program, at least one Nexter (public member, aged 19-35) will be appointed to each advisory committee. Nexter representatives must be between 19-35 at the time their application is submitted.   | Individuals between the ages of 19-35 Representation: At least one public member will be appointed to each advisory committee between 19-35 at the time their application is submitted.  |
| Roles and Responsibilities   |  |
| Current Wording  | Proposed Wording   |
| Attendance and Participation: Active participation in advisory committee meetings is expected of all public members. An effort should be made to attend meetings in person or remotely. Members who do not actively participate in more than 3 consecutive meetings without justified absence may be retired from the committee at the discretion of the City Clerk. | Attendance and Participation: Active participation in advisory committee meetings is expected of all public members. "Active participation" may refer to both meeting attendance and/or engagement. An effort should be made to attend meetings in person or remotely. If a member declines three consecutive attempts to schedule a meeting or is unable to attend three consecutive scheduled meetings without justified absence, that member may be retired from the committee at the discretion of the City Clerk. |

**MOTION CARRIED**

### 10.2 Decision Note dated September 12, 2019 re: Terms of Reference - Environmental and Sustainability Experts Panel

Discussed with agreement that the recommendation be brought forward and adding the provision of a Council Liaison be included.

**Moved By** Councillor Froude  
**Seconded By** Councillor Jamieson

That Council approve the dissolution of the current Environmental Advisory Committee and establish an Environment and Sustainability Experts Panel and further that the provision of a Council liaison be included in the Terms of Reference.

**MOTION CARRIED**

11. **Planning & Development - Councillor Maggie Burton**
12. **Transportation - Councillor Debbie Hanlon**
13. **Other Business**
14. **Adjournment**

There being no further business the meeting adjourned at 10:15 am

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Mayor