

Clause 4 in Report No. 7 of Committee of the Whole was adopted, without amendment, by the Council of The Regional Municipality of York at its meeting held on April 20, 2017.

4

Committee of the Whole Pilot

Committee of the Whole recommends *receipt* of the report dated April 4, 2017 from the Chief Administrative Officer regarding a Committee of the Whole Pilot.

Report dated April 4, 2017 from the Chief Administrative Officer now follows:

1. Recommendations

It is recommended that:

1. Council approve a Committee of the Whole pilot, starting September 2017 until December 2017, such that:
 - a. The Committee of the Whole meets on a single day, generally the first Thursday of the month.
 - b. The Committee of the Whole agenda be combined such that all sections be included in the single meeting.
 - c. Housing York Inc. will be scheduled to meet on the second Thursday of the month.
 - d. York Region Rapid Transit Corporation and Regional Task Force meetings will follow Council meetings and any Council Education Sessions scheduled on Council days.
 - e. The Regional Chair presides over the entire meeting.
 - f. The use of a Consent Agenda will continue.
 - g. Conflicting provisions of the Procedure Bylaw 2014-81 be temporarily suspended for the period of the pilot.

Committee of the Whole Pilot

2. The Regional Chairman seek feedback from Council Members at the November 2017 meeting on their satisfaction with the pilot.
3. The revised calendar of Council and Committee meetings be approved as shown in Attachment 1.

2. Purpose

This report seeks Council approval for a pilot of a single, combined Committee of the Whole meeting per month, chaired by the Regional Chair. This pilot is in response to feedback provided by Members of Council in February 2017.

3. Background and Previous Council Direction

Council has used the Committee of the Whole structure since September 2013

At its meeting of [June 27, 2013](#), Council approved a recommendation that it pilot a Committee of the Whole process. At its [June 26, 2014](#) meeting, Council adopted a recommendation it continue with the Committee of the Whole process.

The Committee of the Whole Agenda has been divided into sections broadly reflecting the Region's Commissions. Each of these sections has had its own Chair and Vice Chair.

The first Committee of the Whole meeting of the month has considered matters relating to Transportation Services, Environmental Services and Community and Health Services. The second meeting has considered matters related to Planning and Economic Development and Finance and Administration.

Council Members were surveyed in early 2017 to gather feedback on Council and Committee meetings

To identify areas for possible improvement, Council Members were surveyed in January 2017 to gauge their satisfaction with the Council and Committee process.

4. Analysis and Implications

Survey responses suggested a generally high level of satisfaction with some opportunities for improvement including moving to a single Committee of the Whole meeting each month

There was generally a high level of satisfaction with the quality of reports and presentations at Committee and Council. Additionally, almost all members were either very satisfied, somewhat satisfied or neutral on the use of the Council Chambers for Committee of the Whole meetings and with scheduling meetings on Thursdays. Council Members also provided suggestions for improvement.

For one, Council Members were generally in favour of eliminating separate Chairs for each agenda section. It is likely having a single Chair will allow for smoother transitions and a more consistent experience between the different agenda sections.

Under the pilot the Regional Chairman would preside over the entire Committee of the Whole meeting. The section chairs and vice chairs will continue to meet with Commissioners prior to meetings and champion the issues with any respective external associations and groups.

The feedback also suggested combining the Committee of the Whole meetings into a single meeting each month. It is expected this change will provide efficiencies as it is more respectful of Council Members' time. The time commitment and work required of Council Members will be the same however by consolidating time blocks, travel time savings will be realized. It also allows Members of Council to be available in their local municipalities for both regional and local business for an additional day.

The structure of a consolidated Committee of the Whole meeting would remain generally the same as now

The Committee of the Whole agenda would continue to be divided into the current sections and deputations and presentations would continue to be heard at the beginning of the meeting. Any corresponding report would be pulled for Council Members' consideration immediately following the presentation or deputation. The remainder of the agenda would continue to be considered on consent; quorum would continue to be the majority of Members of Council.

Consolidating Committee of the Whole meetings into a single meeting on the first Thursday of each month allows other meetings of Committee and Council to be held on the second Thursday with Council remaining on the third Thursday

It is likely that a consolidated Committee of the Whole meeting will extend well into the afternoon. Consequently, it makes sense that other meetings not be scheduled on the same day. Housing York Inc., will be scheduled to meet on the second Thursday of the month. If the pilot schedule is successful and adopted, Audit Committee can be scheduled to precede Housing York Inc. on the two months it meets (January and June). York Region Rapid Transit Corporation and Task Forces are proposed to be scheduled to follow Council meetings.

To provide certainty to Council Members, these meetings should have fixed start times.

Council meetings will continue to be scheduled for the third Thursday of each month with the capability, where necessary, to also accommodate education sessions. Should a public meeting be required, with a scheduled start time, it will be scheduled at the beginning of the Council meeting.

5. Financial Considerations

There are no financial implications associated with this report.

6. Local Municipal Impact

There is no direct impact to the local municipalities.

7. Conclusion

The Region has been using the Committee of the Whole structure for several years. Council Members were asked for feedback and expressed generally high levels of satisfaction with the process.

However, members identified opportunities for improvement. Most notably, to consider consolidating the Committee of the Whole meetings into a single meeting per month and to have the entire meeting chaired by the Regional Chair. Under the proposed pilot, the work required of Members of Council stays the same, as the material to be covered remains unchanged, it will just be scheduled differently.

Committee of the Whole Pilot

This report seeks to establish a pilot to implement these suggested changes in the latter part of 2017 (September to December). The Chairman will seek feedback from Council Members before deciding whether to continue the new Committee of the Whole meeting format through 2018.

For more information on this report, please contact Christopher Raynor, Regional Clerk at 1-877-464-9675 ext. 71300.

The Senior Management Group has reviewed this report.

April 4, 2017

Attachments (1)

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Accessible formats or communication supports are available upon request



Council and Committee Schedule September 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Labour Day	5	6	7 9:00 Committee of the Whole	8	9
10	11	12	13	14 9:00 Housing York Inc.	15	16
17	18	19	20 9:00 York Regional Police Services Board	21 9:00 Regional Council YRRTC Board (immediately following)	22	23
24	25	26	27 4:00 Accessibility Advisory Committee	28 9:00 Special Council Meeting / Education Session (if/as required)	29	30



Council and Committee Schedule

October 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5 9:00 Committee of the Whole	6	7
8	9 Thanksgiving Day	10	11	12 9:00 Housing York Inc.	13	14
15	16	17	18 9:00 York Regional Police Services Board	19 9:00 Regional Council YRRTC Board (immediately following)	20	21
22	23	24	25	26 9:00 Special Council Meeting / Education Session (if/as required)	27	28
29	30	31				



Council and Committee Schedule November 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 9:00 Committee of the Whole	3	4
5	6	7	8	9 9:00 Housing York Inc.	10	11
12	13	14	15 9:00 York Regional Police Services Board	16 9:00 Regional Council YRRTC Board (immediately following)	17	18
19	20	21	22 4:00 Accessibility Advisory Committee	23 9:00 Special Council Meeting / Education Session (if/as required)	24	25
26	27	28	29	30 Budget Meetings for Separate Boards (YRP, TRCA, LSRCA, YRRTC, HOUSING YORK)		



Council and Committee Schedule

December 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7 9:00 Committee of the Whole	8	9
10	11	12	13	14 9:00 Housing York Inc.	15	16
17	18	19	20	21 9:00 Regional Council YRRTC Board (immediately following)	22	23
24	25 Christmas Day Christmas Break Begins For School Boards	26 Boxing Day	27	28	29	30
31 New Year's Eve						