



THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

SUBMITTED BY: Sue Wood, Manager, Legislative Services

COUNCIL MEETING: REG COW I/C
COUNCIL MEETING DATE: October 28, 2024
REPORT DATE: October 18, 2024
FILE: 0530-01

SUBJECT: **2025 COUNCIL COMMITTEE APPOINTMENTS AND DRAFT COUNCIL LIAISON EXTERNAL COMMITTEES POLICY**

PURPOSE:

To provide clarity, through policy, of the Council Liaison role when appointed to an external committee, as well as the expectations of Council for community groups who request a Council Liaison representative.

RECOMMENDATION:

THAT Council receive the memorandum titled "2025 Council Committee Appointments and Draft Council Liaison External Committees Policy" dated October 18, 2024 respectfully submitted by the Manager, Legislative Services;

AND FURTHER, that Council approve the Council Liaison External Committees Policy as presented;

AND FURTHER, that Council rescind Appointments to Non-City Committees Policy, dated June 4, 2001; Council Rep Votes on Committees Policy, dated June 7, 1999; and Commissions/Boards – Information Policy, dated April 10, 2000.

ALTERNATIVES & IMPLICATIONS:

1. THAT Council approve the Council Liaison – External Committee Policy with amendments as ***provided by Council***;

AND FURTHER, that Council rescind Appointments to Non-City Committees Policy, dated June 4, 2001; Council Rep Votes on Committees Policy, dated June 7, 1999; and Commissions/Boards – Information Policy, dated April 10, 2000.

Note: Council may have revisions to the presented policy.

2. THAT Council approve the Council Liaison External Committee Policy as presented.

Note: Council may choose not to rescind the Appointments to Non-City Committees Policy, dated June 4, 2001; Council Rep Votes on Committees Policy, dated June 7, 1999; and Commissions/Boards – Information Policy, dated April 10, 2000.

3. THAT Council directs administration to add (or remove) the following Community Group(s) with a Council Liaison appointment (*Council to identify the Community Group*).

Note: Council may have revisions to the Community Groups listed in the policy. This could be addressed through a separate motion.

ANALYSIS:

A. Committee Recommendations:

n/a

B. Rationale:

1. The current Council – Committee Structure Policy (Attachment 1) addresses the roles and responsibilities of Council Committees as legislated by the *Community Charter*, specifically standing, select and statutory committees. This policy provides clear guidance and Administration is not recommending any changes at this time.
2. The role and responsibilities of Council on external committees has not been clearly defined and does not fit within the Council – Committee Structure Policy. Administration has drafted the Council Liaison External Committees Policy (Attachment 2), to provide clarity to this role.
3. The expectations of community groups who currently have, or would like to request, a Council Liaison representative has not been clearly defined and is included in the draft Council Liaison External Committees Policy.
4. The role of Council members appointed to other boards, committees and associations, that may or may not have assigned voting responsibilities, has been included as an ‘exempted’ appointment’ in the draft Council Liaison External Committees Policy. These appointments fall outside of the committees legislated in the *Community Charter* and are not considered a Council Liaison role, however, have been endorsed by Council as they function to deliver a service or information sharing with multiple municipalities.
5. The 2025 Council Committee/Commission Appointments and External Council Appointments listing will be updated to identify the type of appointment.
6. The appointment to O’Keefe Ranch & Historical Society and Funtastic Sports Society must be addressed as they do not meet the criteria within the draft policy. Currently, these are board appointments with voting rights. The draft policy does not allow for voting capacity within a Council Liaison role, as such, should the policy be approved as presented, these two societies will be notified of the role change.
7. Should the policy be approved, Administration will include a copy of the policy with each appointment letter to the community group, giving them clarity of the Council Liaison role and Council’s expectations.
8. Appointments to City Standing Committees (section 141 *Community Charter*) and Council Liaison External Committees (upon adoption of the Council Liaison External Committees Policy as presented) are by the Mayor. These do not require a resolution of Council. Appointments for Select, Statutory and External Exempt Committees require a resolution of Council.
9. Appointments to most Regional District of North Okanagan (RDNO) committees are through the RDNO Board and do not require a resolution of City Council.
10. Council may choose to advise of additions or deletions of Council Liaison Committees included on Schedule “A”.

C. Attachments:

Attachment 1 – Council - Committee Structure Policy – current
Attachment 2 – Draft Council Liaison External Committees Policy

- Attachment 3 – Appointments to Non-City Committees Corporate Policy
- Attachment 4 – Council Rep Votes on Committees Corporate Policy
- Attachment 5 – Commissions/Boards – Information Corporate Policy

D. Council's Strategic Plan Alignment:

- Governance & Organizational Excellence
- Recreation, Parks & Natural Areas
- Environmental Leadership
- Livability
- Vibrancy
- Not Applicable

E. Relevant Policy/Bylaws/Resolutions:

- 1. Council – Committee Structure Policy

BUDGET/RESOURCE IMPLICATIONS:

There are no budget or resource impacts.

FINANCIAL IMPLICATIONS:

- None
- Budget Previously Approved
- New Budget Request (Finance Review Required)

Prepared by:



Sue Wood

Approved for submission to Council:



Patricia Bridal, CAO

Date: OCT 22 2024

X



Kevin Poole
Division Director

REVIEWED WITH

- Corporate Services
 - Bylaw Compliance
 - Real Estate
- RCMP
- Fire & Rescue Services
- Human Resources
- Financial Services
- COMMITTEE:
- OTHER:
- Operations
 - Public Works/Airport
 - Facilities
 - Utilities
- Recreation Services
- Parks
- Current Planning
 - Long Range Planning & Sustainability
 - Building & Licensing
 - Engineering Development Services
 - Infrastructure Management
 - Transportation
 - Economic Development & Tourism