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Coming up at 2 pm. Part 1 of this week's council meeting trilogy with the November Committee of the Whole meeting. This is the Politico preview of the meeting:



**Committee of the Whole Preview – What's on the Agenda for the Nove...**

November is budget month, so maybe it shouldn't be that surprising that it's going to be a little bit light in terms of the Committee of the Whole agenda. The agenda is all about the Go...

<https://guelphpolitico.ca/2023/10/27/committee-of-the-whole-preview-whats-on-the-age...>

Looks like we're waiting for quorum...

CAO subcommittee summery: Just a receipt of information about the performance objectives. No decisions were made.

That's a wrap for the CAO subcommittee meeting, which I did not cover and there was only really closed meeting business anyway.

Coming up next, for real this time, the Committee of the Whole meeting...

Mayor Guthrie has called the CoW meeting to order!

Regrets from Cllr O'Rourke.

No Disclosure of Pecuniary Interest and General Nature Thereof.

This month's staff recognitions:

The Municipal Finance Officers' Association of Ontario (MFOA)

## 2023 Leadership Award



**Tara Baker**

**City Treasurer /  
General Manager  
Finance**

## Project Management Professional Certification



**Shelley Zhu**  
**Project Manager**  
Wastewater Services,  
Environmental Services

## MTO Road Safety Achievement Award (Professional Category)



**Munshif Muccaram**  
**Traffic Technologist II**  
Transportation Services,  
Transportation and  
Engineering Services



Also recognised:



Correction: O'Rourke is here but 📞

Consent agenda item: Staff Report - Mayor and Council Expense and Education Policy Update.

Report is approved unanimously.

Next: Redesigning Advisory Committees of Council – A Governance Framework. Presenting are:

Stephen O'Brien, GM City Clerk's Office, City Clerk

Dylan McMahon, Manager of Legislative Services, Deputy Clerk

Dr. Leah Levac, Dr. Wai Yin Chan & Sam Laban from the University of Guelph

Apparently there are six delegates for this item. Didn't know that since staff never attached an amended agenda fyi.

First, the presentation. Here's a list of everyone currently taking part in an ACOC.

## Names of Current ACOCs Members

Ahmri Vanderborne	David Waverman	Jagroop Mehta	Jagroop Mehta	Sara Epp
Andrew Cameron	Deborah Stienstra	Jaime Boutillier	Jaime Boutillier	Sarah Kurtz
Anuradha Saxena	Deepak Sridhar	Jaime Purves	Jaime Purves	Sean Thompson
Artem Klashitorny	Dilip Shinde	James Smith	James Smith	Shannon Cooper-Webb
Blair Lance	Donna McMurdo	Janet Goodfellow	Janet Goodfellow	Stacey Washington
Bryan Douglas McPherson	Doug Gilchrist	Janette Svehla	Janette Svehla	Steve Donnelly
Cam Fryer	Edgar Stevens	Jaoudat Edward Abou-Jaoude	Jaoudat Edward Abou-Jaoude	Susan Carey
Cameron McCarthy-Tilley	Eldrich Rebello	Jayne Osborn	Jayne Osborn	Susan Ferguson Prior
Carlie Roberts	Eleni Bakopoulos	Jena-Lee Ashley	Jena-Lee Ashley	Susan Ratcliffe
Carol Lohuis	Elizabeth Lowenger	Jennifer Popkey	Jennifer Popkey	Tara Bauer
Chelsey Edwards	Emma Bliss	John Fisher	John Fisher	Taylor Dorland
Chetna Robinson	Erin Mares	Jonah Greenberg	Jonah Greenberg	Tom Matulis
Chris Lytle	Gordon Price	Julia Grady	Julia Grady	William Hamilton
Colin Mostyn	Graham Dyer	June Baldwin	June Baldwin	Wm. Frank Holden
Colleen Harper	Grant Parkinson	Justin Luth	Justin Luth	Zehaba Jacobs
Councillor Cathy Downer	Greg Sayer	Justine Richardson	Justine Richardson	
Damien Smith	Harry Young	Karishma Rego	Karishma Rego	
Danielle Marchant	Hart Slater-Eddy	Kathleen Beltz	Kathleen Beltz	
Darren Shock	Holly Stemberger	Katie Saunders	Katie Saunders	
David Cameletti	Imad Syed	Keith Hamilton	Keith Hamilton	

Dr. Levac notes that the ACOC can have great benefits for the City, but it can also have great benefits for the people that take part. It's an experiment in democracy she says, but they haven't really been analysed for their needs and effectiveness.

In case you didn't know, the clerks office worked with the Guelph Lab at the U of G on this report. This is what the Guelph Lab is about: <https://www.cesinstitute.ca/about-guelph-lab>

There was a working group of 8 existing ACOC members who helped inform this work plus a 3-person community review panel. City's community engagement staff also pitched in.

What informs the Framework?

- \*Current ACOC members - 50 survey responses, 7 interviews
- \*City staff - 20 interviews
- \*Staff from other municipalities - 5 interviews
- \*Members of City Council - 8 interviews
- \*Residents – 38 individuals across 3 events
- \*Literature review

Framework highlights: 7 commitments

ACOCs are a form of community engagement

ACOCs should shape the City's strategic goals

ACOCs should adopt deliberative practices

ACOCs should contribute lived and professional expertise

(cont'd)

ACOCs should have diverse membership

There should be clear communication between ACOCs and City Council

ACOCs should be adequately resourced

Framework highlights: 4 stage process

1. Is an ACOC is the best community engagement option for the problem or topic at hand?

(cont'd)

2. If an ACOC is needed, what is the topic and purpose of the ACOC, the membership composition, the recruitment methods, and who is the appropriate staff liaison?

3. Checklist of activities and tasks for creating an ACOC

4. Evaluating the ACOC

Framework highlights: 6 critical features

1. Effective communication between ACOC members and City Council

2. Staff liaisons with strategic-level responsibilities

3. Clear, up to date, regularly revisited TOR

(cont'd)

4. New recruitment efforts to engage with and recruit diverse members for ACOCs

5. Compensation and coverage of participation-related expenses

6. Adequate resources to support the full functioning of ACOCs

Next is phase 2, and that report will come back to council this year. The clerks will be applying this framework to all their committees as if they're new and McMahon says that there will be some "significant" changes coming to the ACOC. The hope is to have consistency.

Busuttil asks about annual reviews, because members come and go. Levac says the hope was to get good information about how a committee is work without have to get in the way with the admin work of how the committee is working. Gives ACOC times to find their feet.

Laban adds that the present timeframe for review is a minimum. If there are issues, it doesn't preclude other kinds of reviews.

Busuttil asks about working with agencies where councillors are sitting members, and co-ordinating with them in terms of engagement. McMahon says those local board like the library or police were out of scope, but they can look at collaborations.

Caron asks about sectors of the community not represented by ACOCs (seniors for example). McMahon says they want ACOC to help shape goals while recognizing gaps. That will continue to be challenge. They want ACOC to form bigger part of democratic architecture.

Levac adds that they don't want to overprescribe what is in the purview of council, and they workshopped a lot of language about how to express the desire to have more input from the ACOC to accomplish strategic goals. There are gaps and they will find them.

Caron says if a robust deliberative approach for ACOC is not going to require more resources. Levac says that this is true and there is a significant requirement. Council will need to think about number of ACOC that can be supported under more robust framework.

McMahon adds that resourcing will effect the pace. Some components of implementing the framework are delayed in the budget as staff tried to strike a balance.

Caron asks about recommendations to have councillors on ACOC. Levac says they asked the question in phase 1 and while it wasn't turned into a recommendation, everyone supported \*not\* appointing councillors to committees.

Allt asks if there was any thought to re-orient committees to different departments.

McMahon says that will be a phase 2 consideration.

Allt asks if there's any appraisal of staff time dedicated to committees? McMahon says there's no comprehensive tracking, but they can look into that.

O'Rourke asks about ACOCs helping to shape goals, since many of those committees have one consideration while council has to look at all agendas. McMahon says that staff don't have an issue with "ACOCs should \*help\* shape the City's strategic goals"

O'Brien adds that they could change the wording, but ultimately council still has the final authority to approve the Strategic Plan anyway.

Guthrie says that O'Rourke and staff could maybe take that away and come back with an amendment at the end of the month.

O'Rourke asks about how much input chairs have on agendas now; are chairs driving the agenda or staff? McMahon says it does happen to a large degree now, but staff drive large portion with chairs adding items per terms of reference.

O'Rourke asks research team about surprises. McMahon says the new and exciting element is the random sampling to reach diverse communities. It's something no other cities are doing and it can be a game changer.

Laban says he was surprised at the degree of commitment people gave to this project. And Levac says that she thought there would be more debate about compensating members by covering expenses, but most people agreed that was important.

O'Rourke asks about balancing out responsibility for shaping policy when council comes in at the end. Levac says this work doesn't necessarily deal with those structural complexities, but it is the council that appointments the committees.

Caton asks about on recruitment. McMahon says that it's to be fair to potential committee members, don't have to have someone join and then change the terms a couple of months later.

Busuttil asks if there are any committees right now that get any compensation. McMahon says that only applies to Committee of Adjustment right now.

Guthrie asks about budget impacts, is there a difference between paying all at once. McMahon notes that there's an additional staff member coming on in 2025, not additional costs in 2024.

Guthrie asks if staff will be able to move all committees to a new framework in one year. All the review will be done by next year? McMahon says that's right.

Guthrie says the hybrid model has allowed him to check in on meetings after the fact. Could there be a link to the minutes of a meeting if its referenced in a council agenda? McMahon says they could do that more as they work through the framework.

O'Brien adds that standardization is a good point, but there are times when they will go above and beyond borrowing recommendations wholesale from the ACOC meetings.

Guthrie asks about independence between council and ACOCs versus influence, did that come up? Levac says nothing came up in a prominent way, not a dominate theme. Could have fed into recommendation to keep cllrs off ACOCs though.

Guthrie says that there could be some undue influence just because a councillor walks in a room. If there is interaction between council and ACOC it should be after a fully formed

recommendation comes out of a committee.

Guthrie asks about councillors on ACOCs, is that SOP? Levac first says that in the recommendation of not having cllrs on ACOC there will be a caveat for will of council. As for the question of "best practice" councils do stuff differently and it could be best practice for them.

Guthrie says Mayor Farbridge made some good points taking cllrs off ACOCs at the time, need to keep seats open for people with the skills and insight to inform the work, and has always felt the same.

I guess I misheard about the delegates.

Slate of recommendations approved.

**Recommendation:**

1. That the Advisory Committees of Council Governance Framework, included as Attachment-1 to report 2023-413, dated November 6, 2023, be approved.
2. That City staff, in partnership with the Guelph Lab and University of Guelph, be directed to apply the Advisory Committees of Council Governance Framework to existing Advisory Committees of Council and report back to City Council in Q4 2024.
3. That the City Clerk be directed to prepare annual information reports, beginning in 2025, detailing the status of the implementation of the Advisory Committees of Council Governance Framework, included as Attachment-1 to report number 2023-413, dated November 6, 2023.
4. That the City Clerk be directed to research random representative sampling models for appointments to Advisory Committees of Council, as described in report number 2023-413, dated November 6, 2023, and report back to City Council prior to the 2028-2031 multi-year budget.
5. That the budget implications associated with the Advisory Committees of Council Governance Framework, included as Attachment-1 to report number 2023-413, dated November 6, 2023, be referred to future multi-year budgets.
6. That Advisory Committee of Council member recruitments and appointments be paused until Q4 2024, excluding recruitments required to ensure quorum can be maintained.

That's it for this meeting. Be back here at 6:30 for the next meeting!



**City Council Preview – What's on the Agenda for the Meeting on Nove...**

It's a strange meeting at a strange time involving a subject that's usually reserved for a specific meeting at a particular time of the month. And yet... Here we are. On this Monday...

<https://guelphpolitico.ca/2023/10/27/city-council-preview-whats-on-the-agenda-for-the-...>

@threadreaderapp unroll please!

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