

2. Advisory Body Review

Examen des organismes consultatifs

Committee Recommendations, as amended

That City Council:

- 1. Approve the revised structure establishing Advisory Committees as statutory and policy-based advisory bodies, as described in this report and set out in Document 1, as follows:**
 - a. The Accessibility Advisory Committee;**
 - b. The Community Safety and Well-Being Advisory Committee;**
 - c. The French Language Services Advisory Committee; and**
 - d. The Planning Advisory Committee;**
- 2. Approve the following for Advisory Committees and City staff, as described in this report:**
 - a. The procedural requirements for Advisory Committees and related matters described in this report and set out in Document 3, including:**
 - i. Direct each Advisory Committee to adopt and provide to the Office of the City Clerk by the end of Q3 of 2023 the mandatory governance documents and minimum provisions included in Document 3 to address statutory by-law and policy requirements;**
 - ii. Repeal the Advisory Committee Procedure By-law (By-law No. 2019-44, as amended); and**
 - iii. Direct the City Clerk to review the Advisory Committee procedural requirements and governance documents as part of the 2022-2026 Mid-term Governance Review;**

- b. The per meeting honorarium for members of the Accessibility Advisory Committee, to be funded from existing resources;
 - c. Amendments to the Terms of Reference for the Planning Advisory Committee, as set out in Document 4;
 - d. Direct the City Clerk to consult with Members of Council regarding desired qualifications for Advisory Committee members as part of the 2022-2026 Mid-term Governance Review process; and
 - e. Receive the update regarding interim changes to Advisory Committees made through the 2022-2026 Council Governance Review;
3. Receive for information the general procedural guidance for the following ad hoc advisory bodies, as set out in Documents 5 and 6:
 - a. Council Sponsors Groups; and
 - b. Department-led Working Groups;
4. Receive for information the mandate, membership and other details regarding the establishment of the Transit Working Group, as described in this report; and
5. Approve that the City Clerk be delegated the authority to implement changes to all related processes, procedures, policies and Terms of Reference, and to bring forward by-laws as required to implement Council's decisions further to the approval of this report and to reflect the current organizational alignment.
6. Approve that the City Clerk be directed to develop basic performance measures for these advisory bodies and include relevant reporting and analysis in the 2022-2026 Mid-term Governance Review Report, including any recommendations for further changes to advisory bodies.
7. Direct staff to:
 - a. Begin the process of dissolving Crime Prevention Ottawa and allocating its current staff complement to the 2024 Budget Process and the \$1.2 annual budget to Community

Safety, Well-Being, Policy and Analytics Services within the Community and Social Services Department under the delegated authority of the General Manager of Community & Social Services. Although operational and granting processes will continue through the transition phase, the Crime Prevention Ottawa Governance Board shall cease to exist as a structure and will cease to have any delegated authorities effective the approval of this motion at city council;

- b. **Report back to the Community Services Committee and Council no later than the 2022-2026 Mid-term Governance Review regarding actions the Community and Social Services Department has undertaken, or will undertake, that will address the goals set out in the mandate of the former Crime Prevention Ottawa;**
 - c. **Add to the terms of reference of the City of Ottawa Community Safety and Well-Being Plan language in support of crime prevention, community collaborations, research, funding, policy, and programme interventions that reduce harm as key strategies for reducing crime and improving community safety; and**
 - d. **Ensure that agencies currently receiving funding through Crime Prevention Ottawa will continue to receive funding to the end of their current terms, after which these agencies will be considered for funding through the Community Safety and Well-Being plan.**
8. **Approve that the City of Ottawa establish a Council Liaison for Older Adults and that the City Clerk circulate an expression of interest to fill the position of Council Liaison for Older Adults.**

Recommandations du Comité, telle que modifiées

Que le Conseil municipal :

1. **Approuve la structure révisée établissant les comités consultatifs énumérés ci-dessous comme des organismes consultatifs prescrits et axés sur les politiques, laquelle est décrite dans le présent rapport et le document 1 :**
 - a. **Comité consultatif sur l'accessibilité**
 - b. **Comité consultatif pour le Plan de sécurité et de bien-être dans les collectivités**
 - c. **Comité consultatif sur les services en français**
 - d. **Comité consultatif sur l'aménagement du territoire**
2. **Approuve ce qui suit concernant les comités consultatifs et leur personnel municipal, comme l'indique le présent rapport :**
 - a. **Les exigences procédurales pour les comités consultatifs et sujets connexes, énoncées dans le présent rapport et dans le document 3, dont les suivantes :**
 - i. **Demander à chaque comité consultatif d'adopter et de remettre au Bureau du greffier municipal d'ici la fin du troisième trimestre de 2023 les documents de gouvernance et les dispositions minimales obligatoires indiqués dans le document 3 pour répondre aux exigences prévues par les règlements et les politiques;**
 - ii. **Abroger le Règlement de procédure pour les comités consultatifs (Règlement no 2019-44, dans sa version modifiée);**
 - iii. **Demander au greffier municipal d'examiner les exigences procédurales et les documents de gouvernance des comités consultatifs dans le cadre de l'Examen de mi-mandat de la structure de gestion publique 2022-2026;**

- b. Les indemnités par réunion des membres du Comité consultatif sur l'accessibilité, qui seront financées à même les ressources existantes;
 - c. Les modifications à apporter au mandat du Comité consultatif sur l'aménagement du territoire, exposées au document 4;
 - d. Demander au greffier municipal de consulter les membres du Conseil sur les qualités recherchées chez les membres des comités consultatifs dans le cadre du processus d'Examen de mi-mandat de la structure de gestion publique 2022-2026;
 - e. Prendre acte de la mise à jour sur les modifications intérimaires apportées aux comités consultatifs dans le cadre de l'Examen de la structure de gestion publique du Conseil municipal 2022-2026;
3. Prene connaissance des conseils procéduraux généraux prévus pour les organismes consultatifs spéciaux suivants, lesquels sont énoncés aux documents 5 et 6 :
 - a. le Groupe de conseillers parrains;
 - b. les groupes de travail dirigés par les directions générales;
4. Prene connaissance du mandat, de la composition et des autres détails entourant l'établissement d'un groupe de travail sur le transport en commun, lesquels sont exposés dans le présent rapport;
5. Approuve que soit conféré au greffier municipal le pouvoir délégué de mettre en oeuvre toutes les modifications apportées aux procédures, aux processus, aux politiques et aux mandats connexes, et de présenter au besoin les règlements municipaux requis afin de donner suite aux décisions du Conseil après l'approbation du présent rapport et de manière à refléter l'actuelle structure organisationnelle.
6. Demande au greffier municipal de concevoir des mesures de rendement de base pour ces entités et d'inclure les analyses et rapports pertinents dans le rapport sur l'Examen de mi-mandat de

la structure de gestion publique de 2022-2026, y compris toute recommandation de changement à apporter auxdites entités.

7. Demande au personnel :

- a. d'entamer le processus de dissolution de Prévention du crime Ottawa et de transférer son effectif actuel dans le processus budgétaire de 2024 et son budget annuel de 1,2 million de dollars dans l'enveloppe de Sécurité et bien-être dans les collectivités, Politiques et Données analytiques de la Direction générale des services sociaux et communautaires en vertu des pouvoirs qui sont délégués à la directrice générale des Services sociaux et communautaires. Même si les processus opérationnels et liés aux subventions se poursuivront pendant la transition, le conseil d'administration de Prévention du crime Ottawa cessera d'exister en tant que structure et n'aura plus aucun pouvoir délégué dès l'adoption de la présente motion par le Conseil municipal;
- b. de présenter un rapport au Comité des services communautaires et au Conseil au plus tard à la date de l'Examen de mi-mandat de la structure de gestion publique de 2022-2026, rapport qui portera sur les mesures prises ou à prendre par la Direction générale des services sociaux et communautaires pour atteindre les objectifs prévus par le mandat de ce qui était autrefois Prévention du crime Ottawa;
- c. d'ajouter au cadre de référence du Plan de sécurité et de bien-être dans les collectivités des dispositions prévoyant le soutien des activités de prévention du crime, les collaborations communautaires, la recherche, le financement, les politiques et les interventions réalisées dans le cadre de programmes de réduction des méfaits comme stratégies clés de réduction des crimes et d'amélioration de la sécurité communautaire;
- d. de voir à ce que les organismes qui reçoivent actuellement du financement de Prévention du crime Ottawa continuent d'en recevoir jusqu'à la fin des ententes prévues, après quoi ces organismes pourront obtenir du financement au

**titre du Plan de sécurité et de bien-être dans les
collectivités.**

8. **Approuve que la Ville d'Ottawa crée un poste d'agente ou d'agent de liaison du Conseil pour les personnes âgées et que le greffier municipal fasse circuler un appel de déclarations d'intérêt pour le pourvoir.**

Documentation/Documentation

1. City Clerk's Report, Office of the City Clerk, dated 22 June 2023 (2023-OCC-GEN-0008)

Rapport du greffier municipal, Bureau du greffier municipal, daté le 22 juin 2023 (2023-OCC-GEN-0008)

2. Extract of draft Minutes, Finance and Corporate Services Committee, July 4, 2023

Extrait de l'ébauche du procès-verbal, Comité des finances et des services organisationnels, le 4 juillet 2023

Advisory Body Review

2023-OCC-GEN-0008 – Citywide

Mr. M. Rick O'Connor, City Clerk, Office of the City Clerk (OCC), Mr. Tyler Cox, Manager, Legislative Services (OCC) and Mr. Richard Holder, Director Engineering Services, Transit Services (TS) spoke to a PowerPoint presentation, a copy of which is held on file with the City Clerk.

Committee heard from the following public delegation:

- Mr. Kris Nanda*
- Ms. Trèva Cousineau, President, Council on Aging of Ottawa*
- Ms. Angela Keller-Herzog, Executive Director, Community Associations for Environmental Sustainability (CAFES)
- Ms. Carolyn Mackenzie

[* Individuals / groups marked with an asterisk above either provided comments in writing or by e-mail; all submissions are held on file with the City Clerk.]

Mr. O'Connor, Mr. Cox and Mr. Holder along with Mr. Don Herweyer, General Manager, PRED, Ms. Sarah Taylor, Director, Community Safety, Well-Being, Policy and Analytics, Community and Social Services Department (CSS) and Ms. Andrea Lanthier-Seymour, Chief Communications Officer, Public Info and Media Relations responded to questions.

At the conclusion of questions to the delegations and to staff, and following Committee discussion, the report recommendations were then put before Committee as amended by Motions FCSC 2023-06-02, 06-03 and 06-04 were Carried with the following directions to staff:

Report Recommendations

**That the Finance and Corporate Services Committee recommend
City Council:**

- 1. Approve the revised structure establishing Advisory Committees as statutory and policy-based advisory bodies, as described in this report and set out in Document 1, as follows:**
 - a. The Accessibility Advisory Committee;**
 - b. The Community Safety and Well-Being Advisory Committee;**
 - c. The French Language Services Advisory Committee;
and**
 - d. The Planning Advisory Committee;**
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 - a. The procedural requirements for Advisory Committees and related matters described in this report and set out in Document 3, including:**
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 - iii. Direct the City Clerk to review the Advisory Committee procedural requirements and governance documents as part of the 2022-2026 Mid-term Governance Review;**
 - b. The per meeting honorarium for members of the Accessibility Advisory Committee, to be funded from existing resources;**

- c. **Amendments to the Terms of Reference for the Planning Advisory Committee, as set out in Document 4;**
 - d. **Direct the City Clerk to consult with Members of Council regarding desired qualifications for Advisory Committee members as part of the 2022-2026 Mid-term Governance Review process; and**
 - e. **Receive the update regarding interim changes to Advisory Committees made through the 2022-2026 Council Governance Review;**
3. **Receive for information the general procedural guidance for the following ad hoc advisory bodies, as set out in Documents 5 and 6:**
 - a. **Council Sponsors Groups; and**
 - b. **Department-led Working Groups;**
4. **Receive for information the mandate, membership and other details regarding the establishment of the Transit Working Group, as described in this report; and**
5. **Approve that the City Clerk be delegated the authority to implement changes to all related processes, procedures, policies and Terms of Reference, and to bring forward by-laws as required to implement Council’s decisions further to the approval of this report and to reflect the current organizational alignment.**

Carried as amended

Motion No. FCSC 2023 06-02

Moved by C. Curry

WHEREAS on July 4, 2023, the Finance and Corporate Services Committee considered the report from the Office of the City Clerk titled, “Advisory Body Review” (2023-OCC-GEN-0008), which makes various recommendations pertaining to the City’s Advisory Committees, Council Sponsors Groups, and Departmental Working Groups; and

WHEREAS advisory bodies should support Council with achieving its strategic priorities and adhering to its legislative requirements; and

WHEREAS there is an opportunity to develop performance measures and gather relevant data about these advisory bodies on how they support these City objectives (e.g. alignment with strategic and legislative objectives, contributions to reports, etc.); and

WHEREAS there is an opportunity to further review these bodies as part of the 2022-2026 Mid-term Governance Review;

THEREFORE BE IT RESOLVED that the City Clerk be directed to develop basic performance measures for these advisory bodies and include relevant reporting and analysis in the 2022-2026 Mid-term Governance Review Report, including any recommendations for further changes to advisory bodies.

Carried

Motion No. FCSC 2023 - 06-03

Moved by C. Kitts

WHEREAS Subsection 143(1) of the *Police Services Act* as amended by Bill 175, the *Safer Ontario Act*, 2018, requires City Council to prepare and, by resolution, adopt a community safety and well-being plan that identifies risk factors “including, without limitation, systemic discrimination and other social factors that contribute to crime, victimization, addiction, drug overdose and suicide and any other prescribed risk factors,” as well as related reduction priorities, strategies and outcomes; and

WHEREAS Section 145 of the *Police Services Act* requires a municipal council that prepares a community safety and well-being plan to establish an advisory committee that includes a specific minimum membership composition; and

WHEREAS Crime Prevention Ottawa was established by City Council on February 1, 2005, as a “permanent crime prevention responsibility centre”; and

WHEREAS on December 5, 2018, Council considered the 2018-2022 Council Governance Review report and approved amending Crime Prevention Ottawa’s Terms of Reference to provide Crime Prevention Ottawa with the responsibility to establish an advisory committee for the purposes of Bill 175; and

WHEREAS on June 26, 2019, Council considered the staff report titled, “Crime Prevention Ottawa Terms of Reference,” and approved amendments to Crime Prevention Ottawa’s Terms of Reference, including an updated membership, which provided that the Crime Prevention Ottawa board of directors would act as the advisory committee for the preparation of the City of Ottawa’s Community Safety and Well-Being Plan; and

WHEREAS on October 27, 2021, Council approved the City’s Community Safety and Well-Being Plan and directed the General Manager of Community and Social Services “to develop a governance structure, an evaluation and performance measurement framework, and a financial strategy for the administration, implementation, evaluation, and funding of the Community Safety and Well-Being Plan ...”; and

WHEREAS on April 27, 2022, Council considered the staff report titled, “Community Safety and Well-Being Plan Progress Update,” which stated that a new advisory committee was among entities being established for the governance structure of the Community Safety and Well-Being Plan; and

WHEREAS, given its role in the preparation of the Community Safety and Well-Being plan, much of Crime Prevention Ottawa’s membership composition now overlaps with the mandatory Community Safety and Well-Being Advisory Committee, as set out in Attachment 1; and

WHEREAS Crime Prevention Ottawa’s Terms of Reference include goals with respect to safety and crime prevention initiatives that can be undertaken by the Community and Social Services Department under the Community Safety and Well-Being Plan and related entities and activities; and

WHEREAS the City of Ottawa Community Safety and Well-Being Plan and Crime Prevention Ottawa are closely related as they address social issues and promote community safety and well-being, prioritize collaboration, crime prevention, and community engagement through capacity building as key strategic strategies for promoting safety and well-being in communities and focus on improved safety for all residents; and

WHEREAS Crime Prevention Ottawa is a “local board” of the City of Ottawa, as described in the 2022-2026 Council Governance Review report, and Subsection 216(1) of the *Municipal Act, 2001* provides that Council may dissolve a local board; and

WHEREAS as set out in the 2023 Budget, Crime Prevention Ottawa has a staff complement of three Full-time Equivalent (FTE) positions and an annual budget of approximately \$1.2 million, which can be incorporated in Community Safety, Well-Being, Policy and Analytics Services within the Community and Social Services Department to assist with achieving crime prevention goals while eliminating existing overlap and redundancies between Crime Prevention Ottawa and the statutory community safety and well-being plan regime;

THEREFORE BE IT RESOLVED that City Council direct staff to:

- 1. Begin the process of dissolving Crime Prevention Ottawa and allocating its current staff complement to the 2024 Budget Process and the \$1.2 annual budget to Community Safety, Well-Being, Policy and Analytics Services within the Community and Social Services Department under the delegated authority of the General Manager of Community & Social Services. Although operational and granting processes will continue through the transition phase, the Crime Prevention Ottawa Governance Board shall cease to exist as a structure and will cease to have any delegated authorities effective the approval of this motion at city council;**
- 2. Report back to the Community Services Committee and Council no later than the 2022-2026 Mid-term Governance Review regarding actions the Community and Social Services**

Department has undertaken, or will undertake, that will address the goals set out in the mandate of the former Crime Prevention Ottawa;

3. Add to the terms of reference of the City of Ottawa Community Safety and Well-Being Plan language in support of crime prevention, community collaborations, research, funding, policy, and programme interventions that reduce harm as key strategies for reducing crime and improving community safety; and
4. Ensure that agencies currently receiving funding through Crime Prevention Ottawa will continue to receive funding to the end of their current terms, after which these agencies will be considered for funding through the Community Safety and Well-Being plan.

Carried

Motion No. FCSC 2023 06-04

Moved by L. Dudas

THEREFORE BE IT RESOLVED that the City of Ottawa establish a Council Liaison for Older Adults and that the City Clerk circulate an expression of interest to fill the position of Council Liaison for Older Adults.

Carried

DIRECTION TO STAFF (Councillor J. Leiper)

That staff be directed to undertake a circulation for expressions of interest for the Council Sponsors Group for the Comprehensive Zoning By-law review, and bring forward recommended appointments to the July 12 Council meeting in consultation with the Mayor and Chair of Planning and Housing Committee

DIRECTION TO STAFF (Councillor C. Kitts)

1. **The advisory component function that the CPO board provides should be sustained in the new structure – this was the**

strength of CPO, and will be of immeasurable benefit in both the transition and steady state going forward;

- 2. That preventing crime be a functional and explicit objective within the community safety and wellbeing entity in addition to all other stated objectives;**
- 3. That subject to the directions of the annual budget process, the granting component of CPO be sustained as a line of operations within the community safety and wellbeing entity going forward with the goal of maintain funding to community organizations providing critical services for risk interventions”**

DIRECTION TO STAFF (Councillor C. Curry)

That the Office of the City Clerk seek a comment from Ottawa Police Services on the implications of the dissolution of Crime Prevention Ottawa prior to the July 12th Council meeting.