

<p>3. MOTIONS, DIRECTIONS AND INQUIRIES RECOMMENDED FOR CLOSURE MOTIONS, DIRECTIVES ET DEMANDES DE RENSEIGNEMENTS DONT ON RECOMMANDE LA CLÔTURE</p>

COMMITTEE RECOMMENDATIONS

That Council:

1. Approve the closure of the Motions, Directions and Inquiries outlined in Document 1; and
2. Direct the City Clerk to bring forward an amendment to the Procedure By-law for Council's consideration as part of the Mid-Term Governance Review that would provide for outstanding Council and Committee Inquiries to be closed at the end of a Term of Council, as described in this report.

RECOMMANDATIONS DU COMITÉ

Que le Conseil :

1. approuve la clôture des motions, directives et demandes de renseignements exposées dans le document 1; et
2. enjoint au greffier municipal de présenter, aux fins d'étude par le Conseil dans le cadre de l'Examen de mi-mandat de la structure de gestion publique, une modification du Règlement de procédure qui permettrait la clôture des demandes de renseignements en suspens du Conseil et des comités à la fin du mandat du Conseil, comme il est décrit dans le présent rapport.

DOCUMENTATION/DOCUMENTATION

1. City Clerk's report, dated 27 February 2020 (ACS2020-OCC-GEN-0011).

Rapport du Greffier municipal, daté le 27 février 2020 (ACS2020-OCC-GEN-0011).

**Report to
Rapport au:**

**Finance and Economic Development Committee
Comité des finances et du développement économique
9 March 2020 / 9 mars 2020**

**and Council
et au Conseil
25 March 2020 / 25 mars 2020**

**Submitted on February 27, 2020
Soumis le 27 février 2020**

**Submitted by
Soumis par:
M. Rick O'Connor, City Clerk/ Greffier Municipal**

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Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE File Number: ACS2020-OCC-GEN-0011

SUBJECT: Motions, Directions and Inquiries Recommended for Closure

OBJET: Motions, directives et demandes de renseignements dont on recommande la clôture

REPORT RECOMMENDATIONS

That the Finance and Economic Development Committee recommend Council:

- 1. Approve the closure of the Motions, Directions and Inquiries outlined in Document 1.**
- 2. Direct the City Clerk to bring forward an amendment to the Procedure By-law for Council's consideration as part of the Mid-Term Governance Review that would provide for outstanding Council and Committee Inquiries to be closed at the end of a Term of Council, as described in this report.**

RECOMMANDATIONS DU RAPPORT

Que le Comité des finances et du développement économique recommande au Conseil :

- 1. d'approuver la clôture des motions, directives et demandes de renseignements exposées dans le document 1;**
- 2. d'enjoindre au greffier municipal de présenter, aux fins d'étude par le Conseil dans le cadre de l'Examen de mi-mandat de la structure de gestion publique, une modification du Règlement de procédure qui permettrait la clôture des demandes de renseignements en suspens du Conseil et des comités à la fin du mandat du Conseil, comme il est décrit dans le présent rapport.**

BACKGROUND

In June 2008, Council approved a new process for tracking formal Inquires and Motions submitted at Standing Committees and Council (Council Inquiry/Motion Tracking Process – ACS2008-CMR-OCM-0001). Part of the process for tracking outstanding motions and directions was the requirement for committees and Council to receive bi-monthly status updates on these motions and inquiries.

In the 2010-2014 Term of Council, following the adoption of the 2010-2014 Term of Council Priorities, the Finance and Economic Development Committee considered one of the bi-monthly status updates and found that several of the motions, directions and inquiries remained outstanding from previous terms of Council. In fact, a number of

these were sponsored by former Members of Council as far back as 2002. The Committee directed staff to review the log of outstanding motions and recommend those which could be closed.

As a result of this motion, staff reviewed each outstanding motion, direction and inquiry from previous terms of Council and recommended closure for one of the following reasons:

- Staff believed the intent of the motion, direction or inquiry had been completed through alternate action; or
- The intent of the motion, direction or inquiry was no longer in keeping with Council's strategic priorities.

In November 2011, City Council approved the closure of 19 motions, directions and/or inquiries, representing approximately 22 per cent of all outstanding motions, directions and inquiries at that time.

Subsequently, as part of the 2010-2014 Mid-term Governance Review, Council approved that the process of reviewing outstanding motions, directions and inquiries would occur each Term of Council immediately following Council's approval of its Term of Council Priorities, to ensure that staff's efforts continue to reflect the current Council's priorities.

As a result, in November, 2015, following the adoption of the 2015-2018 Term of Council Priorities, Council approved the closure of eight outstanding motions, directions and inquiries, which represented approximately nine per cent of the outstanding motions, directions and inquiries at that time.

DISCUSSION

Motions, Directions and Inquiries Recommended for Closure

In keeping with the Council-approved process for reviewing outstanding motions, directions and inquiries following the approval of the Term of Council Priorities, departmental staff are recommending the closure of the items listed in Document 1 for one of the following reasons:

- Staff believes the intent has been completed through alternate action; or

- The intent is no longer in keeping with the 2019-2022 Term of Council Priorities.

Prior to recommending each item for closure, department staff consulted with the original Council sponsor (if a current Member) to refine the recommendations and receive consent for closure. If the sponsor was a former Member, departmental staff consulted with the appropriate Committee Chair and the Mayor's Office.

Staff recommends closing eight outstanding motions, directions and inquiries, which represents approximately seven per cent of the 111 outstanding motions, directions and inquiries as of February 27, 2020.

Outstanding Inquiries from previous Terms of Council

Outside of the process described above, there is currently no mechanism whereby written inquiries submitted by a former Members of Council can be closed in a timely manner following the beginning of a new Term of Council.

As a result, staff is recommending that in future, any formal written Inquiries submitted by members of a previous Council and that remain outstanding at the end of a Term of Council be closed, subject to the ability of a Member of the new Council to re-submit them in accordance with the process outlined in the Procedure By-law.

Subject to Council's direction, the City Clerk will bring forward any required amendments to the *Procedure By-law* and related processes for Council's consideration and approval as part of the 2018-2022 Mid-Term Governance Review being undertaken in the second half of 2020.

RURAL IMPLICATIONS

There are no specific rural implications associated with this report.

CONSULTATION

In keeping with Council direction, department staff consulted with the original Council sponsor (if a current Member) to refine the recommendations and receive consent for closure. If the sponsor was a former Member, departmental staff consulted with the appropriate Committee Chair and the Mayor.

All Members of Council will be consulted in advance of finalizing the recommendations for the Mid-Term Governance review.

COMMENTS BY THE WARD COUNCILLOR(S)

This is a city-wide report.

LEGAL IMPLICATIONS

There are no legal impediments to approving the recommendations in this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk-management implications associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with this report.

TERM OF COUNCIL PRIORITIES

In keeping with Council direction, this report is being brought forward following Council's adoption of the 2019-2022 Term of Council Priorities in December 2019.

SUPPORTING DOCUMENTATION

Document 1 – Departmental Report on Outstanding Motions, Directions and Inquiries recommended for closure (*Held on file with the City Clerk*)

DISPOSITION

Upon Council approval, the motions, directions and inquiries as outlined in Document 1 will be considered closed, and the Office of the City Clerk will proceed in accordance with Council's direction.