



**Governance Review
Ad Hoc Committee
Meeting Agenda**

**Wednesday, October 9, 2019
4 p.m.**

**Holland Room
Aurora Town Hall**

Public Release
October 3, 2019



Town of Aurora
Governance Review Ad Hoc Committee
Meeting Agenda

Date: Wednesday, October 9, 2019

Time and Location: 4 p.m., Holland Room, Aurora Town Hall

1. Approval of the Agenda

2. Declarations of Pecuniary Interest and General Nature Thereof

3. Receipt of the Minutes

Governance Review Ad Hoc Committee Meeting Minutes of April 1, 2019

Recommended:

That the Governance Review Ad Hoc Committee meeting minutes of April 1, 2019, be received for information.

4. Delegations

5. Matters for Consideration

- 1. Memorandum from Deputy Town Clerk
Re: Advisory Committee Chair Rotation**

Recommended:

1. That the memorandum regarding Advisory Committee Chair Rotation be received for information.

**2. Round Table Discussion
Re: Electoral System Review**

Beate Bowron, President and Consultant from Beate Bowron Etcetera will be present.

Recommended:

1. That the comments and suggestions regarding the Electoral System Review be received and referred to staff for consideration and action as appropriate.

6. Informational Items

7. Adjournment



**Town of Aurora
Governance Review Ad Hoc Committee
Meeting Minutes**

Date: Monday, April 1, 2019
Time and Location: 4 p.m., Holland Room, Aurora Town Hall
Committee Members: Anita Moore (Chair), Steve Hinder, Bill Hogg, Terry Jones, Tim Jones, and Jeff Thom
Member(s) Absent: None
Other Attendees: Michael de Rond, Town Clerk

Appointment of Chair and Vice-Chair

**Moved by Steve Hinder
Seconded by Bill Hogg**

That Anita Moore be made Chair of the Governance Review Ad Hoc Committee and Tim Jones be made Vice-Chair.

Carried

1. Approval of the Agenda

**Moved by Terry Jones
Seconded by Steve Hinder**

That the agenda as circulated by Legislative Services be approved.

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50.*

Governance Review Ad Hoc Committee Meeting Minutes
Monday, April 1, 2019

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3. Receipt of the Minutes

None

4. Delegations

(a) Michael de Rond, Town Clerk Re: Ad Hoc Committee Orientation

Mr. de Rond presented an overview of the roles and responsibilities of an advisory committee, committee members, the chair, and staff. He noted the importance of an advisory committee as a tool for civic engagement and highlighted various aspects of procedure, including the Town's Procedure By-law and the new Code of Conduct for Local Boards.

**Moved by Bill Hogg
Seconded by Steve Hinder**

That the presentation be received for information.

Carried

5. Matters for Consideration

1. Memorandum from Town Clerk Recent Information Regarding Electoral System Reform

**Moved by Terry Jones
Seconded by Jeff Thom**

1. That the memorandum regarding Recent Information Regarding Electoral System Reform be received for information.

Carried

2. Round Table Discussion Re: Electoral System Review

The Committee discussed the merits of an electoral system review in the Town of Aurora. The Committee agreed that a review is warranted, however, the review should not begin until the Province provides confirmation that the

Town's boundaries will remain unchanged as a result of the Regional Government Review.

The Committee also requested affirmation from Council that a ward system review should proceed which would provide the Committee with a mandate moving forward.

**Moved by Tim Jones
Seconded by Bill Hogg**

1. That the comments and suggestions regarding the Electoral System Review be received and referred to staff for consideration and action as appropriate.

Carried

6. Adjournment

**Moved by Steve Hinder
Seconded by Jeff Thom**

That the meeting be adjourned at 5:10 p.m.

Carried



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**Town of Aurora
Corporate Services**

Memorandum

Date: October 9, 2019
To: Governance Review Ad Hoc Committee
From: Samantha Yew, Deputy Town Clerk
Re: **Advisory Committee Chair Rotation**

Recommendation

- 1. That the memorandum regarding Advisory Committee Chair Rotation be received for information.**

Background

At the Council meeting of July 23, 2019, Council passed a motion to amend the Town's Policy for Ad Hoc/Advisory Committees and Local Boards ("Policy"). Changes to the Policy include:

- The position of Chair and Vice Chair be held for a one-year term, with elections being held at the beginning of every calendar year;
- Citizen members may not act as a Chair or Vice Chair for more than two years in a single term; and
- Should no citizen member put their name forward for the role of Chair, Councillors are able to serve as Chair without any term restrictions.

As the new provisions of the Policy are now in effect, the next Chair and Vice Chair will be elected at the first Committee meeting of 2020.

Attachments

Attachment 1 – Extract from July 23, 2019 Council meeting, Motion (a) Councillor Thompson Re: Advisory Committee Chair Rotation

Attachment 1



**Extract from
Council Meeting of
Tuesday, July 23, 2019**

8. Motions

(a) Councillor Thompson

Re: Advisory Committee Chair Rotation

Moved by Councillor Thompson

Seconded by Councillor Humfryes

Whereas the Town's Procedure By-Law and Policy for Ad/Hoc Advisory Committees and Local Boards govern all meetings; and

Whereas in the interest of good governance there is value in rotating the Committee Chair; and

Whereas the rotation of roles and responsibilities can develop/enhance a committee member's skillset, create additional engagement, and help build a stronger 'team' environment; and

Whereas some committees/boards, such as Aurora Public Library Board, Joint Council Committee, and Finance Advisory Committee, already rotate the Chair;

1. Now Therefore Be It Hereby Resolved That the Town's Policy for Ad Hoc/Advisory Committees and Local Boards be amended so that the position of Chair and Vice Chair of each Advisory Committee be for a one-year term; and
2. Be It Further Resolved That at the start of each calendar year elections be held for the Chair and Vice Chair positions, and that no citizen member may act as Chair or Vice Chair for more than two years in a single term of Council; and
3. Be It Further Resolved That members of Council may serve as Chair should no citizen member put their name forward, and that members of Council not be subject to any term restrictions.

Carried