

Authority: The Special Committee to Review the Final Report of the Toronto Transition Team Report No. 1, Clause No 2, as amended and adopted by City Council on February 2, 3 and 4, 1999;
The Special Committee to Review the Final Report of the Toronto Transition Team Report No. 1, Clause No. 1, as amended and adopted by City Council on February 2, 3 and 4, 1999;
Notice of Motion Moved by Mayor Lastman, seconded by Councillor Ootes as amended and adopted by City of Toronto Council on March 2, 3 and 4, 1999; and Striking Committee Report No. 4, Clause No. 1, as adopted by City of Toronto Council on April 13, 14 and 15, 1999
Enacted by Council: April 15, 1999

CITY OF TORONTO

BY-LAW No. 150-1999

To amend Procedural By-law No. 23-1998.

WHEREAS subsection 55(2) of the *Municipal Act* requires Council to adopt a procedural by-law for governing the calling, place and proceedings of meetings of Council, being By-law No. 23-1998; and

WHEREAS section 4 of the *City of Toronto Act* (1997) provides that there shall be an Executive Committee of Council and authorizes Council to, by by-law, dissolve the Executive Committee or change its composition; and

WHEREAS City Council at its meeting of February 2, 3 and 4, 1999 adopted as amended Clause 1 of Report No. 1 of The Special Committee to Review the Final Report of the Toronto Transition Team and in so doing deleted an executive committee from the Council-Committee structure;

The Council of the City of Toronto HEREBY ENACTS as follows:

1. Subsections 1(m)(iii) and (iv) are deleted.
2. Subsection 4(1) of By-law No. 23-1998 is amended by deleting “Wednesday” and substituting “Tuesday”, and by deleting “Thursday” and substituting the word “Wednesday”.
3. Subsections 7(1) and (2), 73, 74, 97(2) and (3), and 102(1) are amended by deleting the words “Second Deputy Mayor” or “Third Deputy Mayor”.
4. Section 12 of By-law No. 23-1998 is amended by renumbering it as 12(1) and by deleting the words “Strategic Policies and Priorities Committee” and replacing them with the words “Policy and Finance Committee”, and by adding a new subsection (2) as follows:

“(2) The Mayor may designate the Deputy Mayor to act as chair of the Policy and Finance or Striking Committee.”

- 5.** Subsection 17(2) of By-law No. 23-1998 is deleted and the following is substituted:
- “17 (2) The business of the Council shall be taken up in the order in which it is listed on the Agenda as amended by the Key Items List, unless otherwise decided by the Council.”
- 6.** By-law No. 23-1998 is amended by adding a new section 17.1 and section 17.2 as follows:
- “17.1 The City Clerk in consultation with the Mayor or the Deputy Mayor shall prepare a Key Items List comprised of items to be considered by Council and identified for priority or time-specific consideration by the Mayor or by Standing Committees or Community Councils.
- 17.2 Members of Council may submit requests to the City Clerk in writing at least two business days before the Council meeting for time-specific consideration of items by Council indicating the reason for the request.”
- 7.** Section 79 of By-law No. 23-1998 is deleted and the executive committee of the City is dissolved.
- 8.** Sections 80, 81, 82, 85, 86, 86.1, 86.2, 87, 87.1, 88, 88.1, 89, 89.1, 90, 90.1, 90.2, 90.3, 96, 97, 98 and 99 of By-law No. 23-1998 are deleted.
- 9.** Section 84 of By-law No. 23-1998 is renumbered as section 79.
- 10.** Section 84.1 of By-law No. 23-1998 is renumbered as section 80.
- 11.** Heading XVI. STANDING COMMITTEES OF COUNCIL is deleted and headings are renumbered accordingly.
- 12.** By-law No. 23-1998 is amended by adding the following new sections:
- “81. (1) There shall be six (6) Standing Committees of Council, as follows:
- (a) Policy and Finance Committee;
 - (b) Administration Committee;
 - (c) Planning and Transportation Committee;
 - (d) Economic Development and Parks Committee;
 - (e) Works Committee; and
 - (f) Community Services Committee.
- (2) Every Member shall sit on one Standing Committee.

82. The Policy and Finance Committee shall be responsible for:
- (a) co-ordinating a Corporate Strategic Plan for the City in consultation with the other Standing Committees;
 - (b) recommending and managing financial priorities and fiscal policies including revenues;
 - (c) recommending and overseeing the preparation of the Corporate capital and operating estimates;
 - (d) recommending and monitoring Corporate inter-governmental relations;
 - (e) recommending directions for other inter-governmental relations;
 - (f) recommending directions for cross-departmental matters and matters cutting across more than one agency, board or commission of the City;
 - (g) recommending and monitoring Corporate international activities;
 - (h) recommending assessment and tax policies;
 - (i) recommending in-year operating and capital expenditure variances and any expenditures not included within approved capital or operating allocations; and
 - (j) considering and recommending the capital and operating budgets of the City's agencies, boards and commissions, including any financial matters, as necessary.
83. (1) The Planning and Transportation Committee shall be responsible for:
- (a) making recommendations concerning the delivery of City planning services;
 - (b) making recommendations on City planning policy and research matters that are of City-wide interests;
 - (c) making recommendations on those City-initiated Official Plan, Official Plan Amendments, the Zoning By-law and Zoning By-law Amendment proposals that are of City-wide interests, including a new Official Plan;
 - (d) making recommendations on applications for Official Plan Amendments, Zoning By-law Amendments, plan of

- subdivision approvals and any related applications that are of City-wide interests;
- (e) holding public meetings required by the *Planning Act* with respect to those matters referred to in (4) and (5) above in accordance with section 93;
 - (f) making recommendations on transportation policies and plans, including matters involving parking, cycling, pedestrians, traffic control;
 - (g) making recommendations on policies concerning building permits and the Building Permits By-law;
 - (h) making recommendations regarding sites specific planning matters straddling more than one community council boundary;
 - (i) making recommendations on changes to key infrastructure, transportation, public transit, and open space systems and publicly owned property that would affect the City as a whole;
 - (j) monitoring and recommending policies for the enforcement of property standards, noise control, licensing regulations and other municipal by-laws; and
 - (k) developing elements of the Corporate Strategic Plan relating to the other matters within the Committee's mandate.

(2) For the purposes of sections 83, 93 and 93.1 of this by-law, the Executive Director and Chief Planner, or that individual's designate, is responsible for determining which matters are of city-wide interest in accordance with the Protocol for identifying and processing planning matters of city-wide interest and cross-boundary issues, as adopted by Council from time to time.

84. The Works Committee shall be responsible for:

- (a) recommending policies related to the supply of water, water filtration and distribution system plans, including construction and maintenance;
- (b) recommending waste water policies;
- (c) recommending policies for the effective management and control of water pollution and waste treatment;

- (d) recommending policies for the effective planning, construction, maintenance, management and control of sanitary and storm sewer systems;
- (e) recommending policies for the collection, transfer, recycling and disposal of solid waste;
- (f) recommending policies related to road and traffic operations including matters involving environmental assessments, construction and maintenance of roads and of street lighting;
- (g) recommending policies for the effective management and control of road allowances and issues related to the use of the road allowance; and
- (h) developing elements of the Corporate Strategic Plan relating to the other matters within the Committee's responsibility.

85. The Administration Committee shall be responsible for:

- (a) making recommendations related to ongoing operational human resources issues, personnel matters, labour relations, occupational health and safety and Workers' Compensation matters;
- (b) making recommendations on access, equity and human rights policies and programs;
- (c) making recommendations on information technology and corporate communications;
- (d) making recommendations on purchasing policies;
- (e) making recommendations on the acquisition, sale and leasing of City property as well as offers of compensation under the *Expropriations Act*;
- (f) making recommendations on policies on the construction, maintenance, use and operation of City buildings and properties, except where same is within the mandate of another Standing Committee;
- (g) making recommendations on fleet management;
- (h) considering administrative matters within the purview of the Chief Financial Officer and Treasurer, the City Solicitor and the City Clerk;
- (i) conducting any hearing that is required to be held under section 442 or section 443 of the Municipal Act, R.S.O. 1990, c.M.45, as

amended, with regard to the cancellation, reduction or refund of taxes levied in a year for the reasons set out in the legislation, save and except for appeals based on sickness or extreme poverty; and

- (j) developing elements of the Corporate Strategic Plan relating to the other matters within the Committee's mandate.

86. The Economic Development and Parks Committee shall be responsible for:

- (a) recommending policies and plans for the promotion of economic growth of the City of Toronto;
- (b) establishing economic development policies that enhance the growth of existing businesses and attract new business to the City of Toronto;
- (c) developing a job creation and enhancement strategy recommending tourism policies for Council's consideration, including involvement in major event bids, such as the Olympic Games, and other events where there is demonstrated economic development benefit;
- (d) monitoring and reporting on economic activity;
- (e) recommending tourism policy including major event bids, such as the Olympic Games and other events where there is a demonstrated economic development benefit;
- (f) making recommendations and managing the City's arts, culture and heritage policies including grants policies;
- (g) being the City's liaison with the Greater Toronto Marketing Alliance;
- (h) considering and preparing recommendations related to parks and recreation operations and policy matters including plans to establish, acquire, construct and maintain parks and recreation facilities as well as related recreational policies, programs and fees;
- (i) monitoring and recommending policies, programs and fees related to the establishment and use of recreational facilities; and
- (j) developing elements of the Corporate Strategic Plan relating to the other matters within the Committee's responsibility.

87. The Community Services Committee shall be responsible for:

- (a) recommending social development policies and community grants;
- (b) recommending housing and homelessness policies and programs;

- (c) developing recommendations on child care services and subsidy programs;
- (d) developing recommendations related to social assistance and employment programs;
- (e) monitoring and providing recommendations on emergency shelter and assistance;
- (f) recommending policies for seniors' services, including long-term care and related home support programs;
- (g) monitoring and recommending policies, plans and procedures for the effective prevention and suppression of fires;
- (h) monitoring and recommending policies, plans and procedures for the effective and efficient delivery of ambulance services;
- (i) recommending policies on emergency planning and communications;
- (j) making recommendations on policies respecting public health, except where same is within the statutory mandate of the Board of Health; and
- (k) developing elements of the Corporate Strategic Plan relating to the other matters within the Committee's mandate.

88. (1) There shall be a Budget Advisory Committee reporting to the Policy and Finance Committee, which shall meet during the duration of the budget preparation process and otherwise as determined by the Policy and Finance Committee.

(2) The Budget Advisory Committee shall assist the Policy and Finance Committee by co-ordinating the preparation of the capital and operating estimates during the development of the annual capital and operating budgets, and shall review such other matters that may have a significant impact on a future budget as determined by the Policy and Finance Committee.

(3) The Budget Advisory Committee shall be composed of seven (7) Members of Council including two (2) Members selected from the Policy and Finance Committee and one (1) Member selected from each of the other Standing Committees.

(4) The Chair of the Budget Advisory Committee shall be a Member of the Policy and Finance Committee.

94. The composition of the six (6) Standing Committees shall be as follows:

- (1) The Policy and Finance Committee shall be composed of the Mayor, the Deputy Mayor, one Member of each of the other Standing Committees who is not a Chair of that Committee, and four Members of Council who are not Members of any other Standing Committee or of the Audit Committee.
- (2) The Planning and Transportation Committee shall be composed of eleven (11) Members of Council, plus the Mayor, *ex officio*.
- (3) The Community Services Committee shall be composed of eleven (11) Members of Council, plus the Mayor, *ex officio*.
- (4) The Administration Committee shall be composed of ten (10) Members of Council, plus the Mayor, *ex officio*.
- (5) The Economic Development and Parks Committee shall be composed of ten (10) Members of Council, plus the Mayor, *ex officio*.
- (6) The Works Committee shall be composed of ten (10) Members of Council, plus the Mayor, *ex officio*.

95. Council shall appoint, by by-law, a Member as Deputy Mayor.”

13. Sections 91 to 95 of By-law No. 23-1998 are renumbered as sections 89 to 93.

14. Sections 100 and 101 of By-law No. 23-1998 are renumbered as sections 96 and 97.

15. Section 102 of By-law No. 23-1998 is renumbered as section 98 and amended by deleting the word “appointed” and replacing it with the word “recommended”, and by adding the words “or the Deputy Mayor if so assigned by the Mayor” after the words “Mayor as Chair”.

16. Subsection 102(2) of By-law No. 23-1998 is amended by deleting the words “budget chair, and” and by adding the word “Advisory” after the word “Budget”.

17. By-law No. 23-1998 is amended by adding a new section 99 as follows:

“99. Members of Council sitting on the Striking Committee may only serve on one of the Police Services Board, the Board of Directors of the Hummingbird Centre for the Performing Arts, or the Greater Toronto Services Board at any given time.”

18. By-law No. 23-1998 is amended by adding the following as section 100:

“100. No Member of Council shall be appointed to more than one Standing Committee at any given time, with the exception of the Mayor who is an *ex officio* Member of all Committees of Council, and with the exception of the Policy and Finance Committee.”

19. Section 105 of By-law No. 23-1998 is renumbered as section 103 and is amended by renumbering subsection (2) as subsection (3) and adding as a new subsection (2) the following:

“(2) No Member shall chair the same Standing Committee or Community Council in consecutive half-terms of the same Council, with the exception of the Mayor.”

20. Section 106 of By-law No. 23-1998 is renumbered as section 104 and subsection (3)(b) is deleted and the following is substituted:

“(b) a reporting date and a sunset date, beyond which Council approval is required for its continuation;”.

21. Section 106 of By-law No. 23-1998 is further amended by adding the following subsections:

“(d) the Standing Committee to which the special committee, task force, advisory committee or sub-committee shall report to;

(e) the reason why the work cannot be undertaken by an existing Standing Committee; and

(f) identification of the staff and other resources required to support the work of the special committee, advisory committee, task force or sub-committee, and a determination that they are available within existing resources.”

22. Sections 107 to 111 of By-law No. 23-1998 are renumbered sections 104 to 108, respectively.

23. Sections 112 to 130 of By-law No. 23-1998 are renumbered as sections 109 to 127, respectively.

24. Section 115 of By-law No. 23-1998 is further amended to delete the reference to section 112 and replace it with reference to section 109.

25. Subsection 116(b) of By-law No. 23-1998 is further amended to delete the reference to section 109 and replace it with reference to section 106.

26. Section 119 of By-law No. 23-1998 is further amended by deleting the words “during the current term” and replacing them with the words “within the twelve month period following the decision of Council.”

27. Subsection 122(1) and 130(2) of By-law No. 23-1998 are further amended to delete the references to section 121(a) and replace them with reference to section 118.

28. By-law No. 23-1998 is amended by deleting subsections 130(7) and (8), and by adding a new section 128 as follows:

“128. (1) Deputations shall be heard immediately following introduction of the item by the Committee Chair.

(2) Unless otherwise decided by the Committee, a presentation of submissions shall be limited to five minutes and, to avoid repetition, any presentation on behalf of an organization, including any municipality, corporation, or association, or on behalf of any group, shall be made by a single representative.

(3) Members of Council attending any meeting of a Committee may ask deputants questions through the Committee Chair.

(4) Notwithstanding subsection (2), the time involved in receiving and answering questions from Members of Council attending a Committee meeting shall not be deducted from the time limited for the presentation of submissions.

(5) Following the presentation of submissions, Members of Council in attendance at Committee meetings may ask questions of staff before or during debate of the item.

(6) Members of Council who are not Committee members shall be permitted to speak first on an item.

(7) Following debate of an item, the Committee Chair shall put the item to a vote of the Committee Members.”

29. Sections 131 to 135 of By-law No. 23-1998 are renumbered as sections 129 to 133, respectively.

30. This by-law comes into effect immediately following the Council meeting to be held in June 1999.

ENACTED AND PASSED this 15th day of April, A.D. 1999.

CASE OOTES,
Deputy Mayor

NOVINA WONG,
City Clerk

(Corporate Seal)