

**CITY OF TORONTO**

**MAYORAL DECISION 1-2022**

**To establish committees of Council and to assign their functions.**

Committees of Council are established and functions assigned to them, as follows:

**1 – Executive Committee**

**1. Mandate**

The Executive Committee's primary focus is to provide strategic oversight of City matters, and to monitor and make recommendations on the priorities, plans, international and intergovernmental relations, and the financial integrity of the City.

**2. Duties**

The responsibilities of the Executive Committee include:

A. To make recommendations on:

- (1) Council's strategic policy and priorities in setting the agenda;
- (2) Governance policy and structure;
- (3) Financial planning and budgeting;
- (4) Fiscal policy including revenue and tax policies;
- (5) Intergovernmental and international relations;
- (6) Council and its operations; and
- (7) Labour Relations, including providing strategic policy direction and providing direction to staff in negotiating collective agreements relating to the City, but not as an alternative to established employee and union dispute-resolution mechanisms.

B. To make recommendations or refer to another committee any matter not within the Standing Committee's mandate or that relates to more than one Standing Committee.

- C. To decide whether a matter is within the mandate of more than one Council Committee.
- D. Duties delegated by City Council in Chapter 27, Council Procedures

### **3. Composition**

- A. Subject to B, the Executive Committee consists of:
  - (1) The Mayor;
  - (2) The Deputy Mayor;
  - (3) The Chairs of all Standing Committees;
  - (4) The Chair of the Budget Committee; and
  - (5) Two members-at-large who are members of Council.
- B. If the Mayor appoints the First Deputy Mayor as the Chair of a Standing Committee, City Council will appoint another Member of Council as an at-large member.

### **4. Reporting**

The Executive Committee reports directly to Council.

## **2 – Standing Committees**

### **1. Mandates**

#### **(1) Economic and Community Development Committee**

The Economic and Community Development Committee's primary focus is on social cohesion, and the economy, with a mandate to monitor and make recommendations on strengthening communities, neighbourhoods, businesses and the economy.

#### **(2) General Government Committee**

The General Government Committee's primary focus is on the administrative operations of the City, with a mandate to monitor and make recommendations on the procurement and management of City government assets and resources.

#### **(3) Infrastructure and Environment Committee**

The Infrastructure and Environment Committee's primary focus is on infrastructure and the natural environment, with a mandate to monitor and make recommendations on infrastructure needs and services, parks and forestry and the sustainable use of the environment.

**(4) Planning and Housing Committee**

The Planning and Housing Committee's primary focus is on urban form and housing development, with a mandate to monitor and make recommendations on planning, property standards, growth, and housing development and services.

**2. Duties**

The Standing Committees are responsible for:

- (1) Providing direction, setting priorities, and ensuring co-ordination between related policies, programs, and services;
- (2) Providing forums for public participation and detailed discussions of the City's decision-making;
- (3) Providing forums for substantial policy debate within their respective mandates;
- (4) Making policy recommendations to Council and recommending priorities within the committee's budget;
- (5) Considering reports from City officials on implementing program and policy decisions within the committee's mandate; and
- (6) Promoting accountability and interaction with Council on behalf of agencies; and
- (7) Duties delegated by City Council in Chapter 27, Council Procedures.

**3. Composition**

- (1) Every Standing Committee is composed of six members of Council and the Mayor by-right-of-office.

**4. Reporting.**

The Standing Committees report directly to Council.

**3 – Special Committees**

**1. Audit Committee**

**A. Responsibilities**

The responsibilities of the Audit Committee include:

- (1) Recommending the appointment of the City's external auditor;
- (2) Recommending the appointment of an external auditor to conduct the annual audit of the Auditor General's office;
- (3) Considering the annual external audit of the financial statements of the City and its agencies, boards and commissions;
- (4) Considering the external audit of the Auditor General's office;
- (5) Considering the Auditor General's reports and audit plan;
- (6) Conducting an annual review of the Auditor General's accomplishments;
- (7) Making recommendations to Council on reports the Audit Committee considers; and
- (8) Considering performance audits and other reports of the Auditor General concerning City agencies and City corporations.

**B. Composition**

The Audit Committee consists of five members of Council.

**C. Reporting**

The Audit Committee reports directly to Council.

**2. Budget Committee**

**A. Responsibilities**

The Budget Committee is responsible for:

- (1) Hearing public presentations and providing advice to the Mayor on the operating and capital budgets; and
- (2) Making recommendations to Council on any operating or capital budgets in which the Mayor has a pecuniary interest.

**B. Composition**

The Budget Committee consists of six members of Council.

**C. Reporting**

The Budget Committee reports directly to Council on any operating or capital budgets in which the Mayor has a pecuniary interest.

**3. Civic Appointments Committee**

**A. Responsibilities**

The responsibilities of the Civic Appointments Committee include considering and recommending to Council the names of citizens to appoint to agencies.

**B. Composition**

The Civic Appointments Committee consists of five members of Council.

**C. Reporting**

The Civic Appointments Committee reports directly to Council.

**4. Striking Committee**

**A. Responsibilities**

The responsibilities of the Striking Committee include:

- (1) Making recommendations to Council on Member appointments to fill the positions of the at-large members of the Executive Committee, Standing Committees and Special Committees;
- (2) Making recommendations to Council on Member appointments to fill the positions of representatives on agencies and public advisory committees; and
- (3) Making recommendations to Council on the meeting schedule for City Council and Council Committees.

**B. Composition**

- (1) The Striking Committee consists of five members of Council.

**C. Reporting**

The Striking Committee reports directly to Council.

## 4 – Community Councils

### 1. Duties

The responsibilities of Community Councils include:

- A. **Making final decisions on matters delegated by City Council.**
- B. **Public presentations and recommendations on neighbourhood matters.**

Hearing public presentations and making recommendations to Council on neighbourhood matters requiring a municipal by-law or commitment of unbudgeted City funds, including:

- (1) Requests for exemptions to ravine and tree by-laws;
  - (2) Business improvement area streetscape improvement plans;
  - (3) Applications for approval of a condominium description that involves converting rental housing to a condominium; and
  - (4) Any matter delegated by City Council which affects more than one Community Council.
- C. **Public presentations on construction, street cleaning, encroachments, grass cutting, and tree removals.**

Hearing public presentation on City official's decisions about:

- (1) Construction-related permits;
  - (2) Billings related to snow removal, cleaning and clearing of debris, and cutting of weeds and long grass;
  - (3) Encroachments on municipal property;
  - (4) Requests to remove trees and repair damage caused by trees on municipal property.
- D. **Citizen participation on neighbourhood issues.**

Involving citizens in neighbourhood issues to:

- (1) Identify recreational needs and safety concerns;
- (2) Monitor the well-being of local neighbourhoods; and

(3) Report to Council on how well community needs are being met.

E. **Nominating community members for local boards and panels.**

Nominating citizens as members of:

(1) Community panels of the committee of adjustment; and

(2) Local recreational facility boards of management.

F. **Recommendations on policy and research about local matters.**

Making recommendations to Council on City planning policy and research matters that are not of City-wide interest.

G. **Recommendations about planning applications of City-wide interest.**

Considering and making recommendations to the Planning and Housing Committee on reports of the Chief Planner about planning applications of City-wide interest.

H. **Community information meetings on planning applications with City-wide interest.**

When appropriate, convening community meetings to inform the public of planning applications of City-wide interest and hear public presentations.

I. **Recommendations to Council on City's official plan and zoning by-law amendments with a local focus.**

Making recommendations to Council on City-initiated official plan amendment and zoning by-law amendment proposals that are not of City-wide interest.

J. **Recommendations to Council on local planning applications.**

Making recommendations to Council on other planning applications that are not of City-wide interest.

K. **Recommendations about acquiring and selling local real property up to \$500,000.**

Making recommendations to Council on acquiring or selling real property. However, the City Manager, the Deputy City Manager, Corporate Services, and at least one of the members representing the ward where the real property is located must all agree that:

(1) The proposed transaction is of local interest only and are not of City-wide interest; or

(2) The property is worth \$500,000 or less, unless the \$500,000 maximum value is for acquisitions related to affordable housing for which the Planning and Housing Committee is responsible.

**L. Hearing Ward Councillor appeals of Sign Variance Committee decisions to grant variances to Chapter 694.**

Hearing Ward Councillor appeals of Sign Variance Committee decisions to grant variances to Chapter 694, Signs, General and making recommendations to Council for final decision on the appeals.

**M. Holding public meetings on certain subjects as directed by City Council in Chapter 27, Council Procedures, including but not limited to:**

The Community Councils hold any statutory hearing required under the Planning Act, for the following matters within the urban area the Community Council represents, unless the subject matter is of City-wide interest or is within an area represented by more than one Community Council:

(1) Proposed official plans and zoning by-laws and their proposed amendments; and

(2) Applications for approval of subdivision plans.

**2. Composition**

The membership of the Community Councils consists of the members of Council elected for the electoral wards that the Community Councils represent.

**A. Etobicoke York Community Council.**

The Etobicoke York Community Council is drawn from the urban area that includes the following electoral wards:

(1) Ward 1 - Etobicoke North

(2) Ward 2 - Etobicoke Centre

(3) Ward 3 - Etobicoke-Lakeshore

(4) Ward 5 - York South-Weston

(5) Ward 7 - Humber River-Black Creek

**B. North York Community Council.**



The North York Community Council is drawn from the urban area that includes the following electoral wards:

- (1) Ward 6 - York Centre
- (2) Ward 8 - Eglinton-Lawrence
- (3) Ward 15 - Don Valley West
- (4) Ward 16 - Don Valley East
- (5) Ward 17 - Don Valley North
- (6) Ward 18 - Willowdale

**C. Scarborough Community Council.**

The Scarborough Community Council is drawn from the urban area that includes the following electoral wards:

- (1) Ward 20 - Scarborough Southwest
- (2) Ward 21 - Scarborough Centre
- (3) Ward 22 - Scarborough-Agincourt
- (4) Ward 23 - Scarborough North
- (5) Ward 24 - Scarborough-Guildwood
- (6) Ward 25 - Scarborough-Rouge Park

**D. Toronto and East York Community Council.**

The Toronto and East York Community Council is drawn from the urban area that includes the following electoral wards:

- (1) Ward 4 - Parkdale-High Park
- (2) Ward 9 - Davenport
- (3) Ward 10 - Spadina-Fort York
- (4) Ward 11 - University-Rosedale
- (5) Ward 12 - Toronto-St. Paul's

- (6) Ward 13 - Toronto Centre
- (7) Ward 14 - Toronto-Danforth
- (8) Ward 19 - Beaches-East York

## **5 – Other committees composed of Members of Council**

### **1. Committee of Revision**

#### **A. Mandate**

The Committee of Revision is responsible for the following:

- (1) Hearing objections against proposed charges and special assessments for local improvements;
- (2) Reviewing proposed charges and special assessments for local improvements and making corrections in certain circumstances; and
- (3) Other matters as described in regulation 596/06 under the City of Toronto Act, 2006.

#### **B. Composition**

The Committee of Revision consists of 5 members of Council, as follows:

- (1) The Deputy Mayor and the four Community Council Chairs.

### **2. Corporations Nominating Panel**

#### **A. Mandate**

The Corporations Nominating Panel will screen, interview and recommend to City Council public appointments to the following boards:

- (1) CreateTO;
- (2) Metropolitan Toronto Convention Centre
- (3) Toronto Community Housing Corporation;
- (4) Toronto Hydro; and
- (5) Waterfront Toronto.

## **B. Composition**

The Corporations Nominating Panel consists of three Members of Council.

### **6 – Subcommittees**

#### **1. Establishing Subcommittees**

The Executive Committee, a Standing Committee, a Special Committee, and a Community Council can establish subcommittees.

#### **2. Membership**

Only members of the committee creating the subcommittee can be members of the subcommittee.

#### **3. Terms of Reference**

- A. A committee must adopt terms of reference for any subcommittee it establishes.
- B. The terms of reference that a committee adopts for a subcommittee must include:
  - (1) The matters the subcommittee deals with;
  - (2) The subcommittee's composition;
  - (3) The date the subcommittee reports and the date that it ends; and
  - (4) The reason the subcommittee is required.

#### **4. Reporting**

A subcommittee reports to the committee by which it is established.

November 24<sup>th</sup>, 2022

John Tory  
Mayor