



STAFF REPORT ACTION REQUIRED

Ralph Thornton Community Centre Constitution and Procedure By-law

Date:	January 14, 2016
To:	Executive Committee
From:	City Manager
Wards:	ALL
Reference Number:	

SUMMARY

The Board of Management and membership of Ralph Thornton Community Centre (RTCC) approved in principle its revised Constitution and Procedure By-law in consultation with City staff, and submitted it to the City for final approval by City Council. This report recommends that City Council approve the RTCC Constitution and Procedure By-law submitted by their board, so that the revised by-law is in place for the newly appointed board. City Council policy currently requires that agencies seek Council approval of by-laws governing the internal conduct of the business and affairs of City agencies, which includes their procedure by-laws.

RECOMMENDATIONS

The City Manager recommends that:

1. City Council approve the Constitution and Procedure By-law of Ralph Thornton Community Centre Board of Management in Attachment 1 to this report as requested by its Board of Management.

Financial Impact

There are no financial impacts resulting from the approval of the recommendations in this report.

DECISION HISTORY

At its meeting of April 12 and 13, 2011, Council adopted, as amended, EX.4.6 titled *Managing Through Agencies and Corporations*, requiring boards of all agencies to seek Council approval of their by-laws that regulate the internal conduct of the business and affairs of the agency, including procedure By-laws:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2011.EX4.6>.

The Board of Management and general membership of Ralph Thornton Community Centre approved in principle the Constitution and Procedure By-law of the agency at the Annual General Meeting of October 1, 2014. The Board subsequently submitted its request for Council approval in compliance with City policy.

COMMENTS

Approval of Ralph Thornton Community Centre's Constitution and Procedure By-law

Subsection 189 (2) of the City of Toronto Act, 2006 (the Act), *Procedure By-laws Respecting Meetings*, requires that the City and every local board of the City shall pass a procedure by-law for governing the calling, place and proceedings of meetings, and Subsection 189 (2.1) requires that the procedure by-law shall provide for public notice of meetings. Section 190 of the Act further provides that all meetings be open to the public, except as provided in the Act.

This Procedure By-law and Constitution includes rules and procedures for annual general meetings and other matters deemed necessary by the Board.

Council policy as adopted in EX4.6 further requires agencies to submit their procedure by-laws to Council for approval. In compliance with City policy, Ralph Thornton Community Centre has submitted its Board and Membership approved Constitution and Procedure By-law for approval by Council.

Ralph Thornton Community Centre has updated its by-law to:

- merge its Constitution with a Procedure By-law;
- comply with current legislation and practice, including meeting the requirements under the *City of Toronto Act, 2006*;
- incorporate current City policies; and
- update the mandate and proceedings of the board consistent with the Relationship Framework of the City of Toronto for Boards of Management of Community Centres.

City staff have reviewed this document for legislative and policy compliance, and recommend approval.

CONCLUSION

The Ralph Thornton Community Centre has proposed a new, combined Constitution and Procedure By-law for City Council approval that reflects Council's decisions and legislative changes. It is recommended that City Council adopt the proposed by-law in Attachment 1 to this report.

CONTACTS

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SIGNATURE

Peter Wallace
City Manager

ATTACHMENTS

Attachment 1: Ralph Thornton Community Centre Constitution and Procedure By-law