



**CITY OF ORILLIA**  
**Special Council Meeting re**  
**2018-2022 Term of Council - Orientation and Objectives**  
**(a portion of the meeting may be held in Closed Session)**  
**Thursday, December 6, 2018 - 9:00 a.m.**  
**Swanmore Hall, Leacock Museum,**  
**50 Museum Drive, Orillia**

**A G E N D A**

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**Chair - Mayor S. Clarke**

**Call to Order**

**Approval of Agenda**

**Purpose of Meeting**

The purpose of this meeting is to provide orientation and discuss objectives for the 2018-2022 term of Council.

**Disclosure of Interest**

**Report**

- 3 - 6      1.    Mayor Steve Clarke - re 2018-2022 - Council Orientation and Objectives. File: C00-CO
- THAT Report MC-18-20 dated November 30, 2018 from Mayor Clarke regarding orientation and objectives for the 2018-2022 Council Term be received as information.

**By-law**

- 2018-105    A By-law to confirm the proceedings of Council at its special meeting held on December 6, 2018

**Adjournment**



## CITY OF ORILLIA

**TO:** Special Council – December 6, 2018  
**FROM:** Mayor Steve Clarke  
**DATE:** November 30, 2018  
**REPORT NO:** MC-18-20  
**SUBJECT:** **2018-2022 - Council Orientation and Objectives**

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### **Recommended Motion**

THAT Report No. MC-18-20 be received as information.

### **Purpose**

The purpose of this report is to:

- Discuss various Council orientation matters.
- Provide a high level overview of the 2018 financial status and various key projects.
- Discuss 2018-2022 Councillor objectives.

### **Background & Key Facts**

- The Council Orientation Package was circulated on November 15, 2018.
- The Senior Management Team (SMT) met with Mayor Clarke and Councillors-Elect Campbell and Fallis on November 19, 2018 to provide an overview of each department and to provide information on corporate initiatives.
- Mayor Clarke has met with each member of Council individually to discuss the 2018-2022 Council Term.

### **Options & Analysis**

There is one option presented for Council's consideration:

#### **Option 1:**

**THAT Report No. MC-18-20 be received as information.**

There is no intended action as a result of this report; consequently, it is recommended that the report be received as information.

#### **1. Orientation Information**

##### **Liaison Councillor Assignments**

The Liaison Councillor Assignments for the 2018-2022 Council Term are set out in Schedule "A" of this report.

## Committee Assignments

Mayor Clarke will prepare a report for the December 13, 2018 Council meeting with recommended committee assignments. Staff will provide the Mayor with quarterly attendance reports. Mayor Clarke is always open to discussing committee assignments.

Staff is in the process of researching Council appointments to various non-profit boards to determine whether the Councillor appointments should be full voting or non-voting appointments. Staff anticipate reporting to Council in early 2019. Members of Council should avoid assuming or pursuing the Chair position for the various committees for which they have been assigned. Allowing a citizen representative to act as Chair for a committee enables another voice to address Council and provides experience for potential future Council members.

## 2018 Municipal Councillor's Guide

The Ministry of Municipal Affairs has released its [Ontario Municipal Councillor's Guide](#). This document contains valuable information regarding Council's roles and responsibilities.

## Code of Conduct

Council's [Code of Conduct](#) is set out in Chapter 27 of the City of Orillia Municipal Code.

Members of Council should review this document and contact the Chief Administrative Officer/Clerk or Nigel Bellchamber, the City's Integrity Commissioner, if they have any questions regarding their obligations.

Pursuant to City Policy 1.2.6.1 - Use of Blackberry/Cellular Devices, the use of phones during Council/Council Committee meetings is prohibited. Communicating with constituents during meetings *via* Facebook, text, Instagram or email is not consistent with open and transparent meetings. Consequently, this type of communication is to be avoided.

## Council Seating Arrangement

The seating arrangements for the returning members of Council will remain status quo. Councillor Fallis will take former Councillor Clark's seat and Councillor Campbell will take former Councillor Valiquette-Thompson's seat.

## Future Training Sessions

The following training sessions will be scheduled with Council in the first quarter of 2019:

- Media/Communications Training
- Code of Conduct, Closed Meetings/Procedure, Respect in the Workplace, Accessibility
- Emergency Preparedness
- Site tours of City buildings and facilities for Councillors Campbell and Fallis.

## **2. 2018 Financial Status/Key Projects Update**

At the December 6, 2018 Special Council meeting, staff will provide Council with a high-level overview and update on:

- 2018 financial status
- Major Road Construction
- Tertiary Treatment
- Recreation Facility
- Waterfront Development

## **3. Councillor Objectives**

Mayor Clarke has met individually with all members of Council to discuss their objectives for the 2018-2022 Council term. These objectives will be identified and discussed during the December 6, 2018 Special Council meeting.

### **Financial Impact**

This is no financial impact as a result of the recommendation contained in this report.

### **Consultation**

Consultation requirements have not been identified at this time.

### **Economic Development Impact**

There is no direct economic development impact associated with the recommended motion.

### **Communications Plan**

Communication requirements have not been identified at this time.

### **Relation to Formal Plans, City of Orillia Policy Manual and/or Guiding Legislation**

The recommendation included in this report is not specifically related to formal plans, the City of Orillia Policy Manual and/or guiding legislation.

### **Conclusion**

This report provides information on various orientation matters and outlines the format for the December 6, 2018 meeting.

### **Schedules**

- Schedule "A" - Liaison Councillor Assignments

Prepared by & Key Contact: Steve Clarke, Mayor

Schedule "A"

**2018-2022 Liaison Councillors**

<b>Departmental Grouping</b>	<b>2019 Councillors</b>	<b>2020 Councillors</b>	<b>2021 Councillors</b>	<b>2022 Councillors</b>
Corporate Services (CAO/Clerks, Economic Development, Human Resources, Treasury)	Lauer Klootra	Ainsworth Fallis	Cipolla Hehn	Campbell Emond
Facilities and Fire	Ainsworth Cipolla	Campbell Lauer	Fallis Emond	Hehn Klootra
Recreation and Development Services and Engineering	Emond Fallis	Hehn Klootra	Campbell Ainsworth	Lauer Cipolla
Environmental Services and Operations	Hehn Campbell	Cipolla Emond	Klootra Lauer	Ainsworth Fallis