

City of Orillia

Special Meeting of Council re Semi-Annual Meeting with the Strategic Leadership Team

AGENDA

Thursday, November 30, 2023 - 1:00 PM

(a portion of this meeting may be held in Closed Session)

West Orillia Sports Complex, Rotary Place Arena, Orillia Room, 100 University Avenue



Chair - Mayor Don Mclsaac

Call to Order

Approval of Agenda

Purpose of Meeting

The purpose of this meeting is for the Strategic Leadership Team to provide updates on project files, as well as discuss the structure of Committees and the public appointments process.

Disclosure of Interest

Report

1. Chief Administrative Office - re Joint Council-Strategic Leadership Team Semi-Annual Meeting. 2 - 4
File: C00-GEN
[CAO-23-13 - Joint Council-SLT Semi-Annual Meeting](#)
2. Corporate Services Department - re Public Engagement Proposal. 5 - 17
File: C12-GEN
[Presentation - Public Engagement Proposal](#)

By-law

- 2023-113 A By-law to confirm the proceedings of Council at its special meeting held on November 30, 2023.

Adjournment

CITY OF ORILLIA

TO: Special Council – November 30, 2023
FROM: Chief Administrative Office
DATE: November 22, 2023
REPORT NO: CAO-23-13
SUBJECT: **Joint Council-Strategic Leadership Team Semi-Annual Meeting**

Recommended Motion

THAT Report CAO-23-13 dated November 22, 2023 be received.

Purpose

The purpose of this report is to provide Council with the general nature of the items to be discussed during the semi-annual Council/Strategic Leadership Team (SLT) meeting.

A portion of this meeting may be held in closed session for matters related to training, legal, and/or personnel.

Background & Key Facts

- As part of the re-organization of the corporation in the spring, it was agreed that there would be semi-annual meetings with Council and the SLT.
- The first meeting was held on May 29, 2023.
- The discussion items for this meeting include the following matters:
 - Budget Process “Hot Wash” – The Mayor will ask each member of Council to provide feedback to staff on the budget process, what worked, what did not work, and recommendations for improvements.
 - Year in Review – The Mayor will ask members of Council to share with SLT their views on their first year in office.
 - Advisory Committee Structure Pilot – Council Services staff will present a new concept for consideration by Council that connects the advisory committees to the priorities to the 2022-2026 Council term. No decisions will be made at this meeting; this is simply to discuss the concept with Council. It is anticipated the full report will be presented to Council on December 11, 2023.

- Major Project Updates:
 - Amanpreet Sidhu, General Manager of Corporate Services:
 - Legal file updates.
 - Recent *Occupational Health and Safety Act* case – impacts to municipalities.
 - Brief update on Innovation Collective.
 - Brief update on Enhanced Service initiative.
 - Ian Sugden, General Manager of Development Services and Engineering:
 - Centennial Drive Phases 1, 2 and 3.
 - Mississauga Street (and cross-streets) Streetscape Improvement Project – a brief discussion on this major project to seek feedback from Council regarding the project plan, including the consultation expectations.
 - Inch Farm Arterial Road.
 - Roger Young, General Manager of Environment and Infrastructure Services:
 - Rotary Place.
 - Waterfront Dredging.
 - Snow Readiness.
 - Gayle Jackson, Chief Administrative Officer:
 - Update on Fire Services RFP.
 - Staffing.

Options & Analysis

Option 1 – Recommended Option

THAT Report CAO-23-13 dated November 22, 2023 be received.

It is not anticipated that any direction and/or decisions will be made during this meeting. The purpose is simply to expand the communication between Council and staff.

Financial Impact

There is no financial impact related to the recommendation identified at this time.

Consultation

There is no further consultation related to the recommendation identified at this time.

Economic Development Impact

There is no economic development impact related to the recommendation identified at this time.

Communications Plan

There are no communications requirements related to the recommendation identified at this time.

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

The recommendation included in this report is related to the following formal plans, City policies and/or guiding legislation:

- [Council Priorities 2022-2026](#)

Conclusion

The next semi-annual joint meeting of Council and the Strategic Leadership Team will be held in the spring of 2024.

Prepared By, Key Contact & Approved By: G. Jackson, Chief Administrative Officer



Boards &
Committees
Review -
Improving
Public
Engagement

**Public Engagement
Proposal**

Thursday, November 30, 2023

Current Structure:

Local Boards

- Police Services Board
- Downtown Orillia BIA Board
- Orillia Public Library Board

- **NO CHANGES**

Proposal:

Statutory,
Quasi-
judicial and
adjudicative

Page 7 of 17

- Committee of Adjustment
- Property Standards Committee
- Licensing Appeal Tribunal

ACTION:

- **Amalgamate** Property Standards Committee and Licensing Appeal Tribunal for **ONE** efficient appeal body

Current Structure:

Mandatory Advisory Committees Proposal

- Accessibility Advisory Committee
- Municipal Heritage Committee
- Waste Management Advisory Committee

ACTION:

- **Simplify** the agenda and minutes for info and action items
- **Loosen** procedural control at meetings, but generally **status quo**

Current Structure:

Opportunity for Policy Updates

- Grants Committee: political in nature – policy & process review is due
- Commemorative Awards Committee
 - use new approach
 - Citizen of the Year is a good example - operates well by way of City Policy

ACTION: Staff will review terms and replicate policy opportunities for streamlined approach for Council to manage Grants and Awards

Proposal:

Simplify,
Streamline,
Add
flexibility

Page 10 of 17

- General Advisory Committees
 - Active Transportation Committee
 - Affordable Housing Committee
 - Commemorative Awards Committee
 - Economic Development Committee
 - Environmental Advisory Committee
 - Farmers' Market Advisory Committee
 - Grants Committee
 - Orillia Food Committee
 - Orillia Sunshine Youth Senate
 - Parking Advisory Committee
 - Recreation Advisory Committee
 - Town and Gown Committee
 - Transit Advisory Committee

Proposal:

When the job is done, or volunteers can work better in another way...

ACTION:

Eliminate redundancies and Committees that are no longer necessary or operating well:

- Economic Development Committee
- Farmers' Market Advisory Committee
- Orillia Sunshine Youth Senate
- Town and Gown Committee

Proposal:

Strike
Engagement
Teams by
Council
Priority

Page 12 of 17

ACTION:

Focus Committee Structure with Council Priorities.

• **COMMUNITY FIRST**

- Active Transportation
- Environmental (+ Climate Change)
- Parking
- Recreation
- Transit

Proposal:

Strike
Engagement
Teams by
Council
Priority

Page 13 of 17

ACTION:

Focus Committee Structure with Council Priorities.

•COMMUNITY WELLNESS

- Affordable Housing
- Food (Access & Sustainability)
- Other (poverty reduction initiatives)

Proposal:

Strike
Engagement
Teams by
Council
Priority

Page 14 of 17

ACTION:

Focus Committee Structure with Council Priorities.

•STRONGER COMMUNITY

- Truth & Reconciliation
- Equity, Diversity and Inclusivity
- Assist with Accessibility when community consultation is needed

Proposal:

Strike
Engagement
Teams by
Council
Priority

Page 15 of 17

ACTION:

Focus Committee Structure with Council Priorities.

•BUSINESS RETENTION & CULTURE

- To be further explored
- Grants, MAT, Innovation Collective, DTCIP, Tourism
- Liaison opportunities for other related activities/events (i.e. Art in Public Places & OMAH, MFF)

Alternative –

Utilize only
Working
Groups

Page 16 of 17

OR...

Evolve remaining regulated
Advisory Committees to Working
Groups

- Affordable Housing
- Climate Change and
Environmental Sustainability
- Food Access/Sustainability
- Recreation
- Transportation and Parking

Engage
the Public:

Update
Process for
Broad
Volunteer
Engagement

Page 17 of 17

ACTION:

- Set a new process for Council to review its Boards, Committees and Public Engagement Structure
- Make resulting appointments early in the new term