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Consolidated Version
Last revised on January 16, 2024

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2024-002 (original)	January 15, 2024	-

Consolidated for Convenience Only

This is a consolidation copy of a City of Owen Sound By-law for convenience and information. While every effort is made to ensure the accuracy of this by-law, it is not an official version or a legal document. The original by-law should be consulted for all interpretations and applications on this subject. For more information or to view by-laws please contact the Clerks Department.

The Corporation of the City of Owen Sound

By-law No. 2024-002

A By-law to appoint or amend terms of office for members and establish Boards and Committees

WHEREAS sections 5(3) and 11 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended (the "Act") authorize a lower-tier municipality to pass by-laws respecting the governance structure of the municipality; and

WHEREAS on September 11, 2023, the Council of the City of Owen Sound (the "City") passed Resolution No. R-230911-009a to incorporate task forces in the subject by-law; establish a Council Remuneration Review Task Force; establish a Service Review Implementation Ad Hoc Committee; dissolve the Community Development, Tourism and Culture Advisory Committee and absorb its mandate into the Community Services Committee; remove the Seniors Advisory Committee as a Community Organization requiring Council representation; deem public members on boards and committees that do not meet monthly to have resigned when they miss more than two consecutive meetings; and have members address their board or committee chair when they require consent to miss a meeting; and

WHEREAS on September 25, 2023, City Council passed Resolution No. R-230925-003a to dissolve the Accessibility Advisory Committee and opt-in to the Grey County Joint Accessibility Advisory Committee; and

WHEREAS on September 25, 2023, City Council passed Resolution No. R-230925-015 to mandate the Committee of Adjustment members to also serve as the Short-Term Rental Appeal Committee; and

WHEREAS on December 18, 2023, City Council passed Resolution No. R-231218-007 directing staff to bring forward a by-law to appoint Council members to serve on certain boards and committees with terms effective February 1, 2024, in consideration of staff report CR-23-120; and

WHEREAS on December 18, 2023, City Council passed Resolution No. R-231218-009 directing staff to bring forward a by-law to appoint certain public members to serve on Boards and Committees with terms effective February 1, 2024, in consideration of staff report CR-23-121;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF OWEN SOUND HEREBY ENACTS AS FOLLOWS:

Part I. Short Title, Definitions and Interpretation

Short Title

1. The short title of this by-law shall be the "Board and Committee By-law".

Definitions

2. In this by-law:

"Ad Hoc Committee" means a committee with a specific mandate of a limited nature, which meets as necessary to provide recommendations to Council and which is disbanded following the completion of the mandate;

"Advisory Committee" means a committee with a specific mandate of an ongoing nature, which meets regularly to provide recommendations to Council;

"City" means The Corporation of the City of Owen Sound;

"Community Organization" means an independent organization that has requested a member or members of Council to participate in that organization by sitting on a board or committee as a Council representative and which request has been approved by a resolution of Council;

"Council" means the Council of the City;

"Family" means family member as defined in the City's Code of Conduct;

"Meeting" means any regular, special or other meeting of a council, of a local board or of a committee of either of them;

"Quasi-Judicial Committee" means a committee that has a partly judicial character with the right to hold hearings on and conduct investigations into disputed claims and alleged infractions of rules and regulations and to make decisions in the general manner of courts;

"Staff Liaison" means the City staff member responsible to be the conduit for information between City staff and the board or committee to which they are a liaison. For City Committees and City administrated boards, i.e. River District Board of Management, responsibilities include but are not limited to: setting Agendas in consultation with the Chair; attending Meetings; reviewing minutes as prepared by the Recording Secretary; and ensuring that meeting follow-up is undertaken by City staff;

"Standing Committee" means a committee representing one of the departments of the City, which meets regularly to provide recommendations to Council; and

"Task Force" means a group of experts, the majority of which are not on Council, who collaborate to achieve specific goals, tasks, or projects within a set timeframe. A task force results in an end-product, such as a report to Council or the completion of a project. A task force is subject to less stringent procedures to allow for more flexibility with deliberations.

Interpretation

3. The division of this by-law into parts and the insertion of headings are for convenient reference only and shall not affect the interpretation of the by-law.
4. References to words in the plural include the singular, as applicable.
5. References to laws in this by-law refer to the statutes, as amended from time to time, which are applicable within the Province of Ontario.
6. The terms and provisions of this by-law are severable. If any term or provision is found by a court of competent jurisdiction to be legally unenforceable, inoperative or invalid, the remainder of the by-law continues to be in full force and effect.
7. In the event of a conflict between the provisions of this by-law and the *Municipal Act, 2001* or any other legislation, the provisions of the legislation shall prevail.

Part II. General

Appointments by by-law

8. Council shall make all Council member and public member appointments to boards and committees by by-law.

Mayor

9. The Mayor is an *ex officio* member of all committees, without voting privileges, unless otherwise stated in this by-law.
10. On any committee that the Mayor has voting privileges, he or she counts toward establishing quorum. On any committee that the Mayor does not have voting privileges, he or she does not count toward establishing quorum.

Council

11. Council members annually select boards and committees on which they wish to sit in accordance with the Board, Committee and Seat Selection Policy in effect at the time of the selections.

Public

12. Subject to statutory limitations and the requirements of this by-law, any member of the public may apply for appointment to a board or committee.
13. Subject to statutory limitations and the requirements of this by-law, public appointments and terminations of appointment are at the sole discretion of Council.
14. Where possible, all public member appointments to boards or committees are for:
 - a. the term of Council;
 - b. a term of one (1) year; or
 - c. a term that is staggered such that approximately one-third (1/3) of the public member terms end in any one year.
15. A public member is not eligible to serve on more than one committee in a single year. Council may waive this membership cap by a two-thirds (2/3) vote of the whole of Council.
16. A public member may serve on a committee for a maximum of six (6) years, after which they must leave the board or committee for at least two (2) years. Council may waive this length of service cap by a two-thirds (2/3) vote of the whole of Council.
17. Public appointments to all Boards and the Committee of Adjustment are not subject to the length of service cap.
18. The City Clerk advertises public member vacancies on boards and committees in accordance with standard procedures adopted by the City Clerk from time to time.
19. All public member applicants for boards and committees will be assessed using the scoring tool in effect at the time of the application as determined by the City Clerk and Human Resources Manager.

Terms of Office

20. Terms of office commence on February 1st of each year unless:

- a. otherwise identified in this by-law or in the terms of reference of a board or committee; or
 - b. an appointment is made to fill a vacancy throughout the year.
21. Terms of office continue until the earlier of a specified date or the completion of the mandate for the board or committee.
 22. In an election year, the board and committee terms for Council members end with the term of Council. Beginning in the new term of Council, Council membership on boards and committees is determined by the following:
 - a. where a Council member is re-elected, he or she continues to sit on the same boards and committees until successors are appointed; and
 - b. where a Council member is not re-elected, an elected Council member is assigned, alphabetically, to assume membership on boards and committees until successors are appointed.
 23. A public member continues to sit on a board or committee, after the expiry of his or her term, until the appointment of his or her successor.

Chair and Vice Chair

24. Each year following the start of annual Council terms on committees, a Chair and Vice Chair will be elected to all City Committees on which Council members sit.
25. Elections of Chairs and Vice Chairs shall be done in accordance with the Clerk's Procedure in effect at the time of the election.
26. A Council member shall serve as Chair and Vice Chair on all Standing Committees.
27. A Council member may serve as Chair of a committee for two (2) consecutive years after which the Council member is not eligible to serve as Chair of the said committee for one (1) year.
28. A Council member is prohibited from serving as the Chair or Vice Chair of a City committee where they are a family member of the committee's staff liaison.

Code of Conduct

29. At the commencement of their term, public members of boards and committees are required to review the code of conduct provided to them by the City Clerk and acknowledge such review, in writing, to the City Clerk within 30 days of receipt.
30. During their term, members of boards and committees are required to comply with the provisions of the applicable code of conduct at all times. Following their term, past members of boards and committees are required to comply with any ongoing obligations, such as those related to confidentiality.

Resignation and Termination

31. A public member of a board or committee is deemed to have resigned when:
 - a. the member delivers a written notice of resignation to the City Clerk;
 - b. the member is absent from three (3) consecutive board or committee meetings, for the boards and committees that meet monthly, without obtaining consent from the Chair; or

- c. the member is absent from two (2) consecutive board or committee meetings, for boards and committees that meet less than monthly, without obtaining consent from the Chair.
32. Council has the right to terminate any appointment for just cause, including conduct in breach of the code of conduct.
33. Notice of termination or deemed resignation will be provided in accordance with the Clerk's Procedure in effect at the time of the termination or deemed resignation.

Establishment of Committees and Task Forces

34. Prior to establishing a committee or task force, Council shall request staff to provide a report addressing:
- a. issues related to the purposes and objectives of the committee or task force;
 - b. any required or advisable terms of reference;
 - c. the impact, if any, on resources;
 - d. scheduling meetings for the committee or task force; and
 - e. in the case of proposed ad hoc committees or task forces, timing for completion of the proposed mandate.
35. Council may only establish an ad hoc committee where at least five (5) of the following criteria are met:
- a. the subject matter is of significant importance to the City;
 - b. the mandate and reporting structure can be clearly articulated;
 - c. the mandate will align with the City's Strategic Plan or other plans or guiding documents;
 - d. the establishment of the committee would significantly help to streamline discussion and decision-making;
 - e. the committee would handle tasks or work that staff do not perform;
 - f. the committee would require citizen voice(s) or external stakeholder expertise to develop the subject matter; or
 - g. the subject matter is multi-disciplinary or multi-departmental.
36. The requirements of sections 34 and 35 may be waived by a unanimous vote of City Council.

Operation of Committees and Task Forces

37. All standing, advisory and ad hoc committees and all task forces must:
- a. have a mandate;
 - b. take action in the form of providing recommendations to Council; and
 - c. refrain from directing staff to undertake activities that fall outside of the committee or task force's mandate unless specific prior authority has been obtained from Council.

Minutes

38. Minutes of meetings for standing, advisory and ad hoc committees are provided to the City Clerk for Council to receive and decide on the recommendations therein.

- 39. Minutes of meetings for all other boards and committees, to which Council makes appointments, save and except the Committee of Adjustment are provided to the City Clerk for Council to receive.
- 40. Minutes of meetings for task forces are used for internal purposes only.

Part III. Boards

River District Board of Management

- 41. The River District is a business improvement area established by By-law No. 2022-061, which allows the City to appoint a board of management.
- 42. The mandate of the River District Board of Management is to oversee the improvement, beautification and maintenance of municipally-owned land, buildings and structures in the area beyond that provided at the expense of the municipality generally and to promote the area as a business or shopping area. *Municipal Act, 2001, s. 204(1)*.
- 43. The River District board is comprised of:
 - a. two (2) members of Council to serve for the term of Council; and
 - b. seven (7) members of the public, recommended by the board, to serve for the term of Council.
- 44. The staff liaison is the Director of Community Services.
- 45. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council	Councillor Dodd	November 14, 2026
Council	Councillor Kukreja	November 14, 2026
Public	Tim Dwyer	November 14, 2026
Public	Kathy Hannen	November 14, 2026
Public	Denis Langlois	November 14, 2026
Public	Dave Parsons	November 14, 2026
Public	Matthew Quade	November 14, 2026
Public	Richard Thomas	November 14, 2026
Public	Winnifred Walcott	November 14, 2026

Grey Sauble Conservation Authority Board

- 46. The Grey Sauble Conservation Authority (the "GSCA") is a conservation authority established pursuant to the *Conservation Authorities Act, R.S.O. 1990, c. C.27* (the "CAA"), which allows the City to appoint two (2) members to the GSCA Board.
- 47. The mandate of the GSCA Board, per section 20(1) of the CAA, is to provide, in the area over which it has jurisdiction:
 - a. the mandatory programs and services required under section 21.1 of the CAA;
 - b. any municipal programs and services that may be provided under section 21.1.1 of the CAA; and
 - c. any other programs or services that may be provided under section 21.1.2 of the CAA.

- 48. The GSCA Board includes City appointed members as follows:
 - a. two (2) members of Council to serve for the term of Council.
- 49. The staff liaison is the Director of Community Services.
- 50. The City appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council	Deputy Mayor Greig	November 14, 2026
Council	Councillor Farmer	November 14, 2026

Owen Sound & North Grey Union Public Library Board

- 51. The Owen Sound & North Grey Union Public Library (the "OSNGUPL") is a union library established pursuant to the *Public Libraries Act*, R.S.O. 1990, c. P.44, and continued pursuant to an agreement ratified by By-law No. 2021-141, which together allow the City to appoint one (1) member of Council and four (4) public members to the OSNGUPL Board.
- 52. The mandate of the OSNGUPL Board is to provide, in co-operation with other boards, a comprehensive and efficient public library service that reflects the community's unique needs. *Public Libraries Act*, s. 20(a).
- 53. The OSNGUPL Board includes City appointed members as follows:
 - a. one (1) member of Council to serve for the term of Council; and
 - b. four (4) members of the general public to serve for the term of Council.
- 54. The staff liaison is the Chief Librarian/CEO.
- 55. The City appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council	Councillor Koepke	November 14, 2026
Public	David Adair	November 14, 2026
Public	Deborah Eaton	November 14, 2026
Public	Nancy Shaw	November 14, 2026
Public	Richard Thomas	November 14, 2026

Owen Sound Municipal Non-Profit Housing Corporation & Owen Sound Housing Company Boards

- 56. The Owen Sound Municipal Non-Profit Housing Corporation ("OSMNPHC") and the Owen Sound Housing Company ("OSHC") are corporations, established by Letters Patent, with a common board to which members are appointed pursuant to By-law No. 1988-028.
- 57. The mandate of the OSMNPHC and OSHC is to provide and operate housing accommodation with or without any public space, recreational facilities, and commercial space of buildings appropriate thereto primarily for persons of low or modest income at rentals below the median current rental market in the area in which the accommodation is located.
- 58. The OSMNPHC and OSHC Board is comprised of:
 - a. one (1) member of Council to serve for a one-year term; and

- b. six (6) members of the general public, recommended by the board, to serve for staggered three-year terms.

59. The staff liaison is the City Manager.

60. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council	Councillor Merton	January 31, 2025
Public	Ellen Anderson	January 31, 2025
Public	Selwyn Hicks	January 31, 2025
Public	Ruth Lovell-Stanners	January 31, 2026
Public	Jan Chamberlain	January 31, 2027
Public	Gwynda McKee	January 31, 2027
Public	Rod Wyatt	January 31, 2027

Owen Sound Police Services Board

61. The Owen Sound Police Services (the "OSPS") is a police service established pursuant to the *Police Services Act*, R.S.O. 1990, c. P.13, which allows the City to appoint three (3) members, comprised of the Mayor, a member of Council and a public member, to the OSPS Board with terms not to exceed the term of Council.

62. The mandate of the OSPS Board is to be responsible for the provision of adequate and effective police services in the municipality. *Police Services Act*, s. 31(1).

63. The OSPS Board includes City appointed members as follows:
- a. the Mayor, as a voting member, to serve for the term of Council;
 - b. one (1) member of Council to serve for a two-year term; and
 - c. one (1) member of the general public to serve for the term of Council.

64. The staff liaison is the City Manager.

65. The City appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council	Mayor Boddy	November 14, 2026
Council	Councillor Kukreja	January 31, 2025
Public	John Thomson	November 14, 2026

Part IV. Standing Committees

Community Services Committee

66. The Community Services Committee is a Standing Committee first established by By-law No. 2016-005. In addition to the mandate established by City Council, the Community Services Committee is responsible to act as the Municipal Heritage Committee in accordance with subsection 28 (1) of the *Ontario Heritage Act*, R.S.O. 1990, c. O.18, and provide recommendations on Part IV, Conservation of Property of Cultural Heritage Value or Interest and Part V, Heritage Conservation Districts.

67. The mandate of the Community Services Committee is to:

- a. provide advice and recommendations to Council on Community Services and Business Development policies, programs and services. Community Services includes the following Divisions:
 - i. Arena Operations;
 - ii. Arts, Tourism and Culture (Events);
 - iii. Building;
 - iv. Facility Booking and Community Programs;
 - v. Parks and Open Space; and
 - vi. Planning and Heritage;
- b. implement and support the work of Council in achieving the vision, goals and objectives of the City’s Strategic Plan; Official Plan; Recreation, Parks and Facilities Master Plan; Asset Management Plan; Cultural Master Plan; Investment Attraction Strategy; and other plans relating to Community Services;
- c. review, provide feedback and participate in City policy development in the areas relating to Community Services and Business Development;
- d. engage, support and work collaboratively with partners;
- e. support the development of new partnerships and leverage existing partnerships;
- f. review and provide feedback annually on workplans presented by staff, identifying clear and measurable objectives, supported by the City’s operating or capital budget; and
- g. monitor performance in the area of implementation of work plans.

68. The Community Services Committee is comprised of:

- a. four (4) members of Council to serve for a one-year term; and
- b. five (5) members of the general public to serve for staggered three-year terms.

69. The staff liaison is the Director of Community Services.

70. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council	Councillor Dodd	January 31, 2025
Council	Councillor Farmer	January 31, 2025
Council	Councillor Koepke	January 31, 2025
Council	Councillor Middlebro’	January 31, 2025
Public	Morgan Kemick	January 31, 2025
Public	Janet Walker	January 31, 2025
Public	Lloyd Lewis	January 31, 2026
Public	Aly Bousfield-Bastedo	January 31, 2027
Public	Lance Thurston	January 31, 2027

Corporate Services Committee

- 71. The Corporate Services Committee is a Standing Committee first established by By-law No. 2016-005.
- 72. The mandate of the Corporate Services Committee is to:
 - a. provide advice and recommendations to Council on Corporate Services and Fire Department policies, programs and services. Corporate Services includes the following Divisions:
 - i. Clerk’s Office;
 - ii. Human Resources;
 - iii. Facilities, Purchasing, Risk and Asset Management;
 - iv. Information Technology (IT); and
 - v. Revenue, Finance and Accounting.
 - b. provide a forum for the exchange of ideas and actions on policy, programs and initiatives related to Corporate Services and the Fire Department;
 - c. implement and support the work of Council in achieving the vision, goals and objectives of the City’s Strategic Plan relating to Corporate Services and the Fire Department;
 - d. review, provide feedback and participate in City policy development in areas relating to Corporate Services and the Fire Department; and
 - e. engage, support and work collaboratively with partners.
- 73. The Corporate Services Committee is comprised of:
 - a. four (4) members of Council to serve for a one-year term; and
 - b. five (5) members of the general public to serve for staggered three-year terms.
- 74. The staff liaison is the Director of Corporate Services.
- 75. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council	Deputy Mayor Greig	January 31, 2025
Council	Councillor Dodd	January 31, 2025
Council	Councillor Merton	January 31, 2025
Council	Councillor Middlebro’	January 31, 2025
Public	Bobb Todd	January 31, 2025
Public	Kelly Carmichael	January 31, 2026
Public	Neil McCutcheon	January 31, 2026
Public	Joel Pennington	January 31, 2027
Public	Stephanie Sas	January 31, 2027

Operations Committee

- 76. The Operations Committee is a Standing Committee first established by By-law No. 2016-005.
- 77. The mandate of the Operations Committee is to:
 - a. provide advice and recommendations to Council on Public Works and Engineering Department policies, programs and services. Public Works and Engineering includes the following Divisions:
 - i. Engineering;
 - ii. Environment;
 - iii. Public Works;
 - iv. Transit; and
 - v. Water and Wastewater.
 - b. provide a forum for the exchange of ideas and actions on policy, programs and initiatives related to Public Works and Engineering Department;
 - c. implement and support the work of Council in achieving the vision, goals and objectives of the City’s Strategic Plan relating to Public Works and Engineering Department;
 - d. review, provide feedback and participate in City policy development in areas relating to Public Works and Engineering Department; and
 - e. engage, support and work collaboratively with partners.
- 78. The Operations Committee is comprised of:
 - a. four (4) members of Council to serve for a one-year term; and
 - b. five (5) members of the general public to serve for staggered three-year terms.
- 79. The staff liaison is the Director of Public Works & Engineering.
- 80. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council	Deputy Mayor Greig	January 31, 2025
Council	Councillor Dodd	January 31, 2025
Council	Councillor Koepke	January 31, 2025
Council	Councillor Merton	January 31, 2025
Public	Roger Bloom	January 31, 2025
Public	Meghan Robertson	January 31, 2025
Public	Mike Crone	January 31, 2026
Public	Robert Droine	January 31, 2026
Public	Donald Anderson	January 31, 2027

Part V. Advisory Committees

Tom Thomson Art Gallery Advisory Committee

- 81. The Tom Thomson Art Gallery Advisory Committee is an Advisory Committee established by By-law No. 2018-012 pursuant to Resolution No.

R-171204-006, which requires that one member of the committee be a self-declared artist (denoted by [A]).

- 82. The mandate of the Tom Thomson Art Gallery Advisory Committee is to:
 - a. provide advice and recommendations to Council on Art Gallery policies, programs and services;
 - b. provide a forum for the exchange of ideas and actions on policy, programs and initiatives related to the Art Gallery;
 - c. implement and support the work of Council in achieving the vision, goals and objectives of the City’s Strategic Plan and Cultural Master Plan;
 - d. review, provide feedback and participate in City policy development in areas relating to the Art Gallery; and
 - e. engage, support and work collaboratively with partners.
- 83. The Tom Thomson Art Gallery Advisory Committee is comprised of:
 - a. two (2) members of Council to serve for a one-year term; and
 - b. six (6) members of the general public to serve for staggered three-year terms.
- 84. The staff liaison is the Tom Thomson Art Gallery Director and Chief Curator.
- 85. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council	Councillor Hamley	January 31, 2025
Council	Councillor Middlebro’	January 31, 2025
Public	Tom Burri	January 31, 2025
Public	David Taylor	January 31, 2025
Public	Tyler Hopkins	January 31, 2026
Public	Jane McKerroll	January 31, 2026
Public	Sarah Goldrup [A]	January 31, 2026
Public	Peter Tovell	January 31, 2027

Part VI. Ad Hoc Committees

Service Review Implementation Ad Hoc Committee

- 86. The Service Review Implementation Ad Hoc Committee is established by By-law No. 2024-002 to oversee and ensure the successful implementation of the Service Review Priority Opportunity Action Plan (SROAP) recommendations.
- 87. The mandate of the Service Review Implementation Ad Hoc Committee is to:
 - a. champion the Service Review Implementation Opportunity Action Plan;
 - b. provide input on operational policy direction and expectation setting, including time frames and priority selection to align with practices, procedures, and organizational framework;

- c. assist with developing the annual Service Delivery Review Project Status Update Report to be provided to Council, generally in concert with the annual budget process;
- d. monitor implementation of timelines to ensure that deadlines and targets are on track to be met;
- e. undertake financial accountability and oversight to ensure that the costs incurred, anticipated, or projected are identified and addressed in a timely manner and throughout the process;
- f. review and provide input on communications to Council/staff/public, including early messaging regarding any changes required to the plan/project;
- g. review the SROAP Work Plan to ensure that responsibilities and priorities are scheduled and fully addressed; and
- h. undertake other responsibilities delegated by Council from time to time with regard to the implementation of the SROAP.

88. The Service Review Implementation Ad Hoc Committee is comprised of:

- a. the Mayor;
- b. the Chair or Vice Chair of the Community Services Committee, or another Council member selected by the Community Services Committee;
- c. the Chair or Vice Chair of the Corporate Services Committee, or another Council member selected by the Corporate Services Committee; and
- d. the Chair or Vice Chair of the Operations Committee, or another Council member selected by the Operations Committee.

89. The staff liaison is the Senior Manager, Strategic Initiatives and Operational Effectiveness.

90. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council	Mayor Boddy	January 31, 2026
Council	Community Services Committee rep	January 31, 2026
Council	Corporate Services Committee rep	January 31, 2026
Council	Operations Committee rep	January 31, 2026

Strategic Planning Ad Hoc Committee

91. The Strategic Planning Ad Hoc Committee is established by By-law No. 2023-121 to assist in the development of a Strategic Plan that will outline what the community envisions for its future up to 2050.

92. The mandate of the Strategic Planning Ad Hoc Committee is to:

- a. help advise and steer the strategic planning process and plan;
- b. participate in and, at times, facilitate public consultations;
- c. participate in and, at times, structure theme-based sub-group consultations (e.g. sector-specific)

- d. participate in regular meetings of the committee;
- e. serve as an ambassador throughout the strategic planning process, ensuring two-way communication with the community;
- f. provide feedback on draft iterations of the strategic plan; and
- g. provide comments on a final draft plan for presentation and consideration by Council.

93. The Strategic Planning Ad Hoc Committee is comprised of:

- a. the Mayor;
- b. three (3) members of Council; and
- c. a minimum of three (3) and a maximum of seven (7) public members.

94. The staff liaison is the Senior Manager, Strategic Initiatives and Operational Effectiveness.

95. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council	Mayor Boddy	January 31, 2026
Council	Deputy Mayor Greig	January 31, 2026
Council	Councillor Koepke	January 31, 2026
Council	Councillor Kukreja	January 31, 2026
Public	Steve Lowe	January 31, 2026
Public	Clarke MacFarlane	January 31, 2026
Public	Trish Meekins	January 31, 2026
Public	Jen Smith	January 31, 2026

Part VII. Quasi-Judicial Committees

Committee of Adjustment

96. The Committee of Adjustment is a Quasi-Judicial Committee established by By-law No. 2001-102 pursuant to the *Planning Act*, R.S.O. 1990, c. P.13.

97. The Committee of Adjustment is independent and autonomous from City Council and serves, as required, as:

- a. the Property Standards Hearing Committee;
- b. the Court of Revision;
- c. the Line Fences Review Committee;
- d. the Appeal Board regarding the regulation and control of dogs; and
- e. the Short-Term Rental Appeal Committee.

98. The Mayor is not an *ex-officio* member of this committee.

99. The Committee of Adjustment is comprised of:

- a. five (5) members of the general public to serve for the term of Council.

100. The staff liaisons are the Director of Community Services and the Manager of Planning and Heritage.

101. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Public	Brian Green	November 14, 2026
Public	Markus Hawco	November 14, 2026
Public	Tyler Hopkins	November 14, 2026
Public	Gail McCartney	November 14, 2026
Public	Dinesh Shah	November 14, 2026

Part VIII. Task Forces

Council Remuneration Review Task Force

102. The Council Remuneration Review Task Force is a task force established by By-law No. 2024-002 to review the remuneration and benefits paid to City Council members.

103. The mandate of the Council Remuneration Review Task Force is to:

- a. conduct research;
- b. review existing policies and practices;
- c. make comparisons with similar sized peer and neighbouring municipalities; and
- d. produce an independent report with recommendations for the total level of compensation, benefits, and expenses of Council.

104. The Council Remuneration Review Task Force is comprised of a minimum of three (3) and a maximum of five (5) public members.

105. The staff liaisons are the Director of Corporate Services and the City Clerk.

106. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Public	Francesca Dobbyn	January 31, 2026
Public	Paul Foster	January 31, 2026
Public	Jack Goad	January 31, 2026
Public	Jim Hutton	January 31, 2026
Public	Chris Reaume	January 31, 2026

Part IX. Community Organizations

Bruce Grey Poverty Task Force

107. The Bruce Grey Poverty Task Force is a community committee led by the United Way along with leadership from Bruce County, Grey County, and the Grey Bruce Health Unit.

108. The City appointment to the Bruce Grey Poverty Task Force is as follows:

- a. one (1) member of Council to serve for a one-year term.

109. The City appointed member and term is:

MEMBER	APPOINTED	TERM EXPIRY
Council	Councillor Farmer	January 31, 2025

Community Safety and Well-Being Committee

110. The Community Safety and Well-Being Committee is a community committee established pursuant to section 145(2) of the *Police Services Act*, R.S.O. 1990, c. P.15, through a collaborative agreement between the County of Bruce, the County of Grey, and all lower tier municipalities in the two counties, save and except the Municipality of Meaford.

111. The City appointments to the Community Safety and Well-Being Committee are as follows:

- a. one (1) member of Council to serve for a one-year term; and
- b. one (1) member of staff to serve for a four-year term.

112. The City appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council	Councillor Hamley	January 31, 2025
Staff	Director of Community Services	January 31, 2026

Owen Sound Fund Committee

113. The Owen Sound Fund Committee, formerly the Owen Sound Community Fund Committee and the Community Foundation Grey Bruce 150th Homecoming Legacy Committee, is a community committee established pursuant to a Donor Advised Fund Agreement between the City and Community Foundation Grey Bruce.

114. The City appointment to the Owen Sound Community Fund Committee is as follows:

- a. one (1) member of Council to serve for a one-year term.

115. The City appointed member and term is:

MEMBER	APPOINTED	TERM EXPIRY
Council	Councillor Hamley	January 31, 2025

Part X. Repeal and Effective Date

By-law Repealed

116. By-law No. 2023-010 is repealed.

Effective Date

117. The by-law shall come into full force and effect on the date that it is passed as which time all by-laws, policies, and resolutions that are inconsistent with the provisions of this by-law are hereby repealed, revoked or rescinded, as the case may be, insofar as it is necessary to give effect to the provisions of this by-law.

FINALLY PASSED AND ENACTED this 15th day of January 2024.

signature on file

Deputy Mayor Scott Greig

signature on file

Briana M. Bloomfield, City Clerk