



## **LEGISLATIVE AND INTERGOVERNMENTAL SERVICES**

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**TO:** Council

**DATE:** February 22, 2022 **DIVISION:** All

**FILE:** N/A **APPLICATION:** N/A

**SUBJECT:** Direction to create a Public Presentation Committee (PPC)

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### **POLICY DIRECTION:**

Administration regularly reviews Council process and provides opportunity for Council to consider various methods of performing their governance roles. Throughout the year, Council receives various requests for public presentations. These are currently accommodated during Council Meetings.

Section 203 of the *Municipal Government Act* allows Council to delegate its powers, duties, and responsibilities to a committee, the Chief Administrative Officer, or a designated officer.

### **EXECUTIVE SUMMARY:**

Administration has examined the process for public presentations and prepared options for Council's consideration including keeping the status quo or starting the process to form a new committee.

### **BACKGROUND:**

Public presentations in the past have included topics and groups such as economic development projects, residents' concerns, development proposals, community projects, not-for-profit groups, and tourism agencies. These presentations provide the public with the opportunity to share information with Council but are not associated with any current applications for County business.

In the past Rocky View County had Committees of Council that accommodated public presentation requests. These committees have included:

- Infrastructure Operations Committee (2006 – 2013)
- Public Services Committee (2006 – 2013)
- The Policy and Priorities Committee (combination of Infrastructure Operations Committee and Public Services Committee) (2013 - 2018)
- Governance and Priorities Committee (2019 - 2020)

At the Governance and Priorities Committee on February 4, 2020 the Committee passed a resolution recommending that Council rescind the Committee's terms of reference. On February 25, 2020, Council passed a motion to rescind the Terms of Reference for the Governance and Priorities Committee. The primary reasons for disbanding the committee were the limited number of public presentations. Council determined that these could be accommodated during Council Meetings.

Since February 2020, there have been four public presentations to Council. To date, the volume of presentation requests can be accommodated during regularly scheduled Council Meetings.

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### **Administration Resources**

Caitlyn Anderson, Legislative and Intergovernmental Services



An alternative for Council’s consideration, is to create a new committee for the purpose of accommodating public presentations outside the formal Council setting. Should Council wish to consider this, Option 1 would provide direction to Administration to bring a report back to Council with the following:

- A Terms of Reference for a proposed Public Presentation Committee;
- Amendments to the Boards and Committees Bylaw; and
- Update to the 2022 Council & Committee Dates calendar.

The Terms of Reference would include items such as proposed frequency of meetings, presentation requirements for residents, community groups and other organizations, and roles and powers of the Committee. The Boards and Committees Bylaw amendment would be to include the new committee.

**COMMUNICATIONS PLAN:**

The accompanying report would include discussion on how the public will be informed about the new committee.

**BUDGET IMPLICATIONS:**

The accompanying report would include an assessment of internal resources required to support the committee.

**STRATEGIC OBJECTIVES:**

Council’s Strategic Plan includes the strategic objective of creating a culture of customer service. This objective falls under the strategic theme of service excellence.

**OPTIONS:**

- Option #1: THAT Administration be directed to prepare a Terms of Reference for a Public Presentation Committee (PPC) and to return to Council with a Terms of Reference by March 22, 2022.
- Option #2: THAT this report be received for information and no further action taken.
- Option #3: THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

“Amy Zaluski”

“Byron Riemann”

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