

Staff Report 2024-0294

Meeting Date: May 14, 2024
Subject: Planning and Development Committee Chair Appointment
Submitted By: Hannah Lockyer, Acting Deputy Clerk, Corporate Services

RECOMMENDATION

That Councillor _____ be appointed as the Chair of Planning and Development Committee in accordance with section 4.3.4 of the Procedure By-law.

REPORT HIGHLIGHTS

- Council decision is required on which Council member is appointed as Planning and Development Committee Chair.

DISCUSSION

Councillor de Boer submitted his resignation as Chair of the Planning and Development Committee to the Municipal Clerk on May 7, 2024. The [Municipal Act section 284.8](#) assigns the Mayor the power to appoint chairs and vice-chairs of committees comprising solely of Council. The [Municipal Act section 284.13\(1\)](#) enables the Mayor to delegate this power to Council, which occurred through the May 8, 2024 [Mayoral Decision 2024-09](#).

The procedure by-law section 4.3.4 applies when the assigned special power is delegated back to Council, which states that Council shall appoint the Presiding Officer (Chair) and Vice Chair of Committee meetings for the term of Council. [Staff report 2024-0283](#) from the May 7, 2024 General Committee indicates that section 4 of the procedure by-law will be reviewed in June 2024. Planning and Development Committee Chair term length is currently for the term of Council, however subject to this upcoming review.

Other factors that may impact a Council decision include:

- The role of the Chair is limited to chairing Planning and Development Committee meetings, including Chairing both the 2:30 p.m. and any 7:00 p.m. Planning and Development Committee meetings.
- 2:30 p.m. meetings are held monthly on the second (2nd) or third (3rd) Tuesday of the month.
- 7:00 p.m. meetings are scheduled twice a month for the holding of public information meetings under the *Planning Act*, and are cancelled when there are no agenda items.

Councillor Russo currently serves as Vice-Chair. Councillor Kiernan served as Vice-Chair in the previous term of Council.

FINANCIAL IMPLICATIONS

None.

COUNCIL WORK PLAN

Strategic Plan 2023-2035

This report is directly related to the following priority in Caledon's 2023-2035 Strategic Plan:

Service Excellence and Accountability

Chair appointments provide efficient decision making to the Planning and Development Committee.

Details about Caledon's 2023-2035 Strategic Plan can be found at caledon.ca/strategicplan.

ATTACHMENTS

None.