

THE REGIONAL MUNICIPALITY OF NIAGARA

BY-LAW NO. 35-2014

A BY-LAW TO ESTABLISH STANDING COMMITTEES

WHEREAS pursuant to the *Municipal Act, 2001*, S.O. 2001, c.25. Section 5(3), as amended, Regional Council is required to exercise its rights, powers and privileges by by-law; and

WHEREAS Regional Council deems it expedient to appoint members to Standing and other Committees;

THEREFORE the Council of The Regional Municipality of Niagara hereby enacts as follows:

1. The following Committees shall be the Standing Committees of the Council of The Regional Municipality of Niagara:

- (i) Corporate Services Committee;
- (ii) Planning and Development Committee;
- (iii) Public Works Committee; and
- (iv) Public Health and Social Services Committee.

1.1 Corporate Services Committee is responsible for reporting and for recommending policies on all matters affecting:

- (i) Relevant objectives as outlined in the Council Business Planning process, including the development, planning, support and implementation of identified priorities, monitoring progress and regular reporting.
- (ii) Relevant legislative and regulatory compliance with legal, financial, information technology, facilities, property management and human resource functions within the Corporate Services Department.
- (iii) Alternative delivery of service proposals affecting staff.
- (iv) Corporate policies affecting employee relations, employee records, performance management, organizational design and staff complement adjustments.

- (v) Compensation and collective bargaining strategies, including recommendation for collective agreement ratification.
- (vi) Corporate and employee information systems.
- (vii) Client and employee services strategic planning, implementation, performance reporting and reporting.
- (viii) The financial status and impact of the Regional Corporation's transactions.
- (ix) The internal and external audit services, the annual financial statements and the comprehensive audit work plan and program.
- (x) Human Resources Strategy – quality and character of the organization's culture and 'people' strategy in support of Council Business Plan.
- (xi) Development of new shared service agreements for human resources, facilities, information technology, finance, accounting, legal services and other administrative functions, as appropriate.
- (xii) Quality of Work Life, occupational health, safety and employee wellness and other related reports.
- (xiii) The Region's current and capital budgets and multi-year financial strategies.
- (xiv) The Region's investment practices and strategies.
- (xv) Staffing, recruitment and retention, professional development, training and organizational development.
- (xvi) The Region's long term debenture debt strategies and its credit rating.
- (xvii) The Region's property assessment and taxation policies.
- (xviii) Coordination of and participation on advisory committees, as appropriate.
- (xix) Regional Council adherence to relevant legislation and regulation through guidance provided by the Office of the Regional Clerk, such as the Procedural By-law.

- (xx) Corporate accessibility, including the activities of the Accessibility Advisory Committee, as mandated by the *Ontarians with Disabilities Act* and the *Access for Ontarians with Disabilities Act* and service access and accessibility.
 - (xxi) Organizational performance and accountability, including corporate performance measurement, tracking and reporting.
 - (xxii) Recommending to Regional Council, in accordance with the recruitment policy, the appointment of a department head in conjunction with the appropriate standing committee and upon the recommendation of the Chief Administrative Officer.
 - (xxiii) Any other items referred to the Corporate Services Committee by Regional Council or other standing committees.
- 1.2 Planning and Development Committee is responsible for reporting and for recommending policies on all matters affecting:
- (i) Relevant objectives, as outlined in the Council Business Planning process, including the development, planning, support and implementation of identified priorities and objectives, monitoring progress and regular reporting.
 - (ii) Inter and intra-regional planning (e.g. bi-national).
 - (iii) Policy development related to:
 - a) culture planning;
 - b) agriculture and rural affairs;
 - c) environment (including climate change);
 - d) urban form and growth;
 - e) development charges;
 - f) quality of life;
 - g) healthy active living.
 - (iv) Consistency with the Review of the Planning Function Memorandum of Understanding on matters related to:
 - a) conformity of comprehensive local planning documents, official plans and zoning by-laws, to the Regional Policy Plan; and
 - b) approval of local official plans and regionally significant amendments.
 - (v) Emergency management, emergency planning and preparedness and support to business continuity.

- (vi) The preparation and distribution of information and reports to the public on population, demographics, housing, natural areas, land uses, etc.
- (vii) Data and Systems analysis for internal and external planning application.
- (viii) Coordination of, and participation on advisory committees as appropriate, such as Smarter Niagara, the Greater Niagara Circle Route, agriculture, environment, bikeways and others that may be established from time to time.

Land Use and Development Planning Services

- (i) The implementation of land use policy, integrating land use, infrastructure and resources issues with strategic direction for development, servicing and transportation consistently with the Provincial planning framework.
- (ii) Through regular review and update of the Regional Policy Plan, address the quality and character of the Regional Community's built and natural features for today and the future (integrating economic, social, environmental and cultural characteristics).
- (iii) The review and provision of technical comments related to development applications circulated to the Region, including plans of subdivision, plans of condominium, consents, zoning by-laws, minor variances, site plan control and Niagara Escarpment development permits and amendments, consistent with the Memorandum of Understanding between the Region and Area Municipalities.
- (iv) The provision of guidance and direction on matters related to growth management and the Region's development strategy.
- (v) Providing advice, coordination and oversight for the mandates, mechanisms and work carried out by various public committees and sub-committees appointed by the Region and determining the appropriate alignment of these public bodies, as determined from time to time.
- (vi) Approvals of local planning applications for site specific amendments to the Regional Official Plan, official plans and secondary plans.

- (vii) The implementation of responsibilities for private sewage system inspections and approvals under the Part 8 Sewage Systems component of the *Ontario Building Code*.
 - (viii) The implications of development applications upon Regional sewer, water, transportation and waste management infrastructure to identify potential challenges including policy needs, capital works project requirements and funding obligations.
 - (ix) Review and recommended approval for limited, new Regional and local water distribution and sewage collection systems on behalf of the Ministry of the Environment.
 - (x) Adherence to Provincial requirements for public notification and involvement in development applications in accordance with the requirements of the *Planning Act* and Regional policies on public involvement.
 - (xi) The Region's Development Charges By-law implementation and application of all related implementation policies.
 - (xii) Other items referred to the Planning and Development Committee by Regional Council and other standing committee.
- 1.3 Public Works Committee is responsible for reporting and for recommending policies on all matters affecting:
- (i) Relevant objectives as outlined in the Council Business Planning process, including the development, planning, support and implementation of identified priorities and objectives, monitoring progress and regular reporting.
 - (ii) Regulatory requirements, standards and compliance issues related to transportation, solid waste, water and wastewater operations, (such as the Statutory Duty of Care for water) and minimum maintenance standards for roads.
 - (iii) Participation in regionally significant environmental assessments such as the Niagara GTA Corridor, as appropriate.

Water, Wastewater, Waste Management and Transportation Services

- (i) The provision of guidance and direction in areas of water supply, pollution control, solid waste management and disposal and transportation.

- (ii) The operating, capital program and servicing policy related to the provision of water, wastewater, waste management and transportation services.
- (iii) The planning, design, construction, control, operation, service delivery and sustainability of the Regional waterworks systems, Regional sewage works system, Regional roads system and the Waste Management systems.
- (iv) The development and implementation of the Regional Waste Management Strategy, including design, control and operation of waste collection, diversion and disposal programs.
- (v) The control of traffic on Regional roads and adjacent developments affecting traffic on Regional roads.
- (vi) The operation of Regional Public Work facilities and maintenance of Regional Fleet services.
- (vii) The cooperative planning and development of an integrated transportation system and services and the facilitation of transportation alternatives for Niagara residents.
- (viii) Environmental initiatives associated with water quality and related Provincial legislation and regulations.
- (ix) The development and implementation of the Regional Transportation Strategy.

Public Consultation and Communication

- (i) Public consultation on any applicable Regional capital projects as per the requirements of the Environmental Assessment Act.
 - (ii) Other items referred to the Public Works Committee by Regional Council and other standing committee.
 - (iii) Coordination of and participation on advisory committees, as appropriate.
- 1.4 Public Health and Social Services Committee is responsible for reporting and recommending policies to Regional Council (Board of Health) on all matters affecting the following:
- (i) Relevant objectives as outlined in the Council Business Planning process, including the development, planning, support and

implementation of identified priorities, monitoring progress and regular reporting.

- (ii) The health of the public related to surveillance, health protection, disease prevention and management, and health promotion activities.
- (iii) The social determinants of health, through positive actions that address health inequities.
- (iv) Fulfillment of the roles and responsibilities of Regional Council as the Board of Health.
- (v) Public health programs and services which are administered under the authority of the Medical Officer of Health via the Health Protection and Promotion Act and guided by the Ontario Public Health Standards; these include the following:
 - a) health protection;
 - b) disease and injury prevention;
 - c) population health assessment and surveillance;
 - d) health promotion and policy development; and
 - e) emergency management and response.
- (vi) Other activities which are administered through the Public Health Department:
 - a) provision of community mental health services;
 - b) provision of support to families and young infants and children to enhance their parenting capacity and their child's earliest development;
 - c) land ambulance; and
 - d) ambulance dispatch services.
- (vii) Fulfillment of the roles and responsibilities as delegated by the Ministry of Community and Social Services through the Ontario Works Act and to act as service system manager regarding social assistance and employment opportunities in the Niagara Region in fulfilling the mandate, goals and strategic vision established by Council.
- (viii) Fulfillment of the roles and responsibilities as delegated by the Ministry of Community and Social Services through the Ontario Disability Support Program Act.
- (ix) Fulfillment of the roles and responsibilities as delegated by the Ministry of Community and Social Services through the Ontario Works Act and the Ministry of Community and Social Services Act

and act as service system manager regarding homelessness prevention services in the Niagara Region in fulfilling the mandate, goals and strategic vision established by Council.

- (x) Fulfillment of the roles and responsibilities as delegated by the federal Homelessness Partnership Strategy as the Community Entity.
 - (xi) The management of the system of early childhood education and care for children from birth to 12 years of age including planning and co-ordination to ensure that a range of high-quality options are available.
 - (xii) Directly operated licensed child care programs under the Day Nurseries Act, contracted services through community agencies for child care, recreation, and special needs supports, wage subsidies and improvements and, the provision of financial assistance/fee subsidy for eligible families.
 - (xiii) Fulfillment of the roles and responsibilities of Regional Council as the Committee of Management for the operation of the long-term care homes under the Long-Term Care Homes Act.
 - (xiv) Supportive housing for seniors, Adult Day Service and Community Support Services for older adults in accordance with Ministry of Health and Long-Term Care.
 - (xv) The activities of the Community Services Emergency Response Plan.
 - (xvi) Any other items referred to the Public Health and Social Services Committee by Regional Council or other standing committees.
 - (xvii) Coordination of and participation on advisory committees, as appropriate.
2. Members of Regional Council who are appointed to, and who may vote upon the proceedings of the Standing Committees established herein, shall be appointed by resolution of Regional Council.
 3. Members who miss three unauthorized consecutive meetings shall be deemed to have resigned from the Committee and will be notified of this in writing by the Committee Chair.
 4. That By-law 104-2009 be repealed, and all amendments thereto are hereby repealed.

5. That this by-law shall come into force and take effect on the day upon which it is passed.

THE REGIONAL MUNICIPALITY OF NIAGARA

Original Signed By:

(Gary Burroughs, Regional Chair)

Original Signed By:

(Natasha Devos, Acting Deputy Regional Clerk)

Passed: March 20, 2014