



BY-LAW 2008-46

A BY-LAW TO AMEND BY-LAW NO. 2001-1
A BY-LAW TO GOVERN THE PROCEEDINGS OF COUNCIL AND
COMMITTEES OF COUNCIL

WHEREAS pursuant to Section 238(2) of The Municipal Act, the Town of Markham has adopted a Procedural By-law;

AND WHEREAS Council continues to review its policies and procedures to ensure efficient and effective operation of the business affairs of the Town;

NOW THEREFORE, BE IT RESOLVED that By-law No. 2001-1, a by-law to govern the proceedings of Council and Committees of Council, be amended as follows:

1. That the words "Other Business" contained in Section 3.12 be revised to read as "New/Other Business".

2. That the following be added as Section 3.26:

"Items entered under the "New/Other Business" Section of Council Agenda shall not be substantive but rather information items."

and that subsequent Sections be re-numbered accordingly.

3. That the following Sub-Section 4) contained in Section 3.13 be deleted in its entirety:

"Unless there is a staff presentation, all delegates appearing before Council and Committee shall be heard at the beginning of the regular meeting and shall be permitted to speak only once on an item. Once the business of the Council has commenced, no further presentation shall be made by the delegate or by any person other than a Member of Council. The matter may be referred to a future meeting if there is not an accompanying report."

and replaced with the following Sub-Section 4):

"Unless there is a staff presentation, all delegates appearing before Council and Committee shall be heard at the beginning of the regular meeting or just prior to the beginning of the specific item, and shall be permitted to speak only once on an item. Once deliberations on a specific item have commenced, no further presentations relative to the item shall be made by the delegate or by any person other than a Member of Council. The matter may be referred to a future meeting if there is not an accompanying report."

4. That Section 4.2, Sub-Section b) (i) regarding the appointment of Chair and Vice-Chair be amended to add the following issue:

"Lands, Building and Parks Construction"

5. That Section 4.3 regarding the appointment of special committees be amended to add the following:

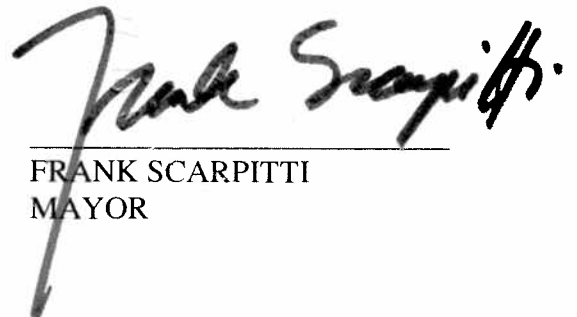
"The Mayor and the Deputy Mayor are ex-officio members of all Town of Markham Committees."

6. That Schedule "B", Terms of Reference for General Committee, be replaced with the Schedule "B" attached hereto to include the mandate of the Building and Parks Construction Committee under General Committee.
7. That the section numbers contained in the Index page be updated accordingly.
8. That this by-law comes into force and takes effect on its passing.

READ A FIRST, SECOND, AND THIRD TIME AND PASSED THIS
25TH DAY OF MARCH, 2008.



KIMBERLEY KITTERINGHAM
DEPUTY CLERK



FRANK SCARPITTI
MAYOR

**SCHEDULE "B" TO BY-LAW 2001-1
TERMS OF REFERENCE FOR
GENERAL COMMITTEE**

Composition

- (a) The General Committee shall be composed of all Members of Council.

Mandate

(a) **General**

The mandate of the General Committee of the Town of Markham shall be:

- to report and make recommendations to Council on matters relating to Town-owned land and buildings; and administrative matters relating to Town policies, by-laws and licenses and such other similar matters as referred to it by Council; and
- to report and make recommendations to Council on matters relating to community service policies, including roads, environmental management, fire and other protective services and such other similar matters as referred to it by Council.

(b) **Specific Duties**

Notwithstanding the generality of the foregoing, the specific duties of the General Committee of the Town of Markham shall include the following:

1. to monitor the Town's revenue and expenditures on an ongoing basis as each financial year progresses.
2. to report and make recommendations to Council on matters of policy pertaining to financial management.
3. to report and make recommendations to Council on matters of policy relating to the collection of taxes.
4. to report and make recommendations to Council on matters of policy respecting all facets of human resources, including health and safety, union/management relations and the various employee groups.
5. to report and make recommendations to Council on matters of policy on licensing, including enforcement issues.
6. to report and make recommendations to Council on matters of policy as they relate to Town property/buildings and parks, **including construction**, property maintenance, pedestrian walkways, snow removal and grass cutting on Town-owned property.
7. to report and make recommendations to Council on matters of policy involving purchasing and tendering, records management and the management and release of information.
8. to report and make recommendations to Council on matters of policy involving communications issues.
9. to report and make recommendations to Council on matters of policy involving general policies and procedures and administrative by-laws.
10. to assume the mandate and responsibility for the Court of Revision.
11. to assume the mandate and responsibility of the Audit Committee.

12. to report and make recommendations to Council on policy matters relating to recreation, parks, cultural affairs, multi-cultural matters, community organizations.
13. to report and make recommendations on special events/occasions.
14. to carry out such liaison as may be necessary from time to time with various community groups regarding specific problems or specific areas of interest or concern.
15. to report and make recommendations to Council on safety/emergency and accessibility matters.
16. to liaise with York Regional Police for the purpose of reducing crime.
17. to report and make recommendations to Council on matters of policy regarding waste management, including garbage collection and disposal.
18. to report and make recommendations to Council on matters of policy regarding existing water and sewer infrastructure.
19. to report and make recommendations to Council on matters of policy and programs regarding environmental management, including pesticide issues and conservation.
20. to report and make recommendations to Council on protection and enhancement of the quality of the natural environment, including the maintenance and operation of municipal parks and public and private green space.
21. to coordinate bi-annual Achievement and Civic Recognition Awards Ceremony.
22. to report and make recommendations to Council on matters relating to the Race Relations Committee, Mayor's Youth Task Force, Advisory Committee on Accessibility, Markham Conservation Committee, Markham Theatre Board, Markham Museum Board and the Varley Art Gallery Board.
23. to report and make recommendations to Council on matters of policy regarding existing roads, sidewalks and bicycle paths.
24. to report and make recommendations to Council on matters of policy regarding current roads operations, including winter maintenance.
25. to consider such similar matters as may be referred by Council or the Chief Administrative Officer from time to time.

The General Committee shall have the ability to second people from the community for the purpose of establishing advisory committees and task forces for specific issues or events, as necessary, which would provide meaningful assistance but which would dissolve upon completion of the task.