



THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE REPORT

Subject: Governance Review – Final Report

Director: Corporate Services

Manager: Legislative Services

Report Number: Legislative Services-2023-12

Meeting Date: Monday, June 5, 2023

Recommendation:

That Council receive the Governance Review – Final Report; and

Further that Council direct Staff to bring back the draft Procedure By-law for review and a proposed timeline for implementation.

Date to be considered by Council: Monday, June 5, 2023

Report Summary:

StrategyCorp was contracted to do a review of the Municipality's governance structure. Council members were provided the opportunity to have one on one feed back which informed the Current State Assessment that was presented on March 20, 2023 for further Council feedback. On May 1st, 2023 StrategyCorp came to Council with the draft final report to receive feedback from Council to confirm any final amendments. Chris Loreto from StrategyCorp will be in attendance to provide an overview of the finalized Governance Review Report.

Origin: Resolution #12/05/22-09

Existing Policy: Municipality of Kincardine Procedure By-law No. 2013 - 161

Background/Analysis:

StrategyCorp has been working with the Municipality to complete a review of the Municipality's governance. The scope of the project was to:

- review how Council is currently operating with the Council/Committee of the Whole system including alternate systems;

- review of committee structure including different types of committees, how they are struck, their terms of reference, and how members are chosen;
- draft a new procedure by-law based on the recommendations of the review.

The end goal was to ensure that the Municipality has an up-to-date governance framework that is transparent, relevant, efficient and easy to understand and meets the needs of Council, staff and the community.

StrategyCorp has completed their review and provided the attached final report. Chris Loreto, Managing Principal of StrategyCorp, is in attendance to present this report.

Once Council has received the Governance Review Report, Staff will work with and bring back a recommended draft Procedure By-law (R6, R7, R8, R9, R10) for review and consideration at the June 19, 2023 meeting.

Staff will also develop a timeline for implementation of the recommendations in the Governance Review including but not limited to:

- creation of new Council meeting schedule (R9 & R10);
- creation of new standardized report template (R15);
- creation of standardized Terms of References for legislated committees (R13 & R18);
- meeting to discuss the establishment of adhoc committees and creation of Terms of Reference including operation and dissolution of each group (R13 & R18);

Integrated Strategy 2020 – 2025: Providing Responsive and Effective Government 17. Improve organization efficiency and be more innovative.

Financial Implications: In 2022 Council provided pre-budget approval of \$40,000 to complete the governance review.

Attachments: Governance Review – Final Report

Prepared by: Jennifer Lawrie, Manager of Legislative Services/Clerk

Submitted by: Jennifer Lawrie, Manager of Legislative Services/Clerk