
REPORT TITLE: **Administrative Amendments to the Procedure By-law 56-2019, as amended, Regional Council Agenda Sections**

FROM: Gary Kent, CPA, CGA, ICD.D, Chief Financial Officer and Commissioner of Corporate Services

RECOMMENDATION

That an administrative amendment be made to section 1.2.6 of the Procedure By-law 56-2019, as amended, to rename the Council Section of the Regional Council agendas from “Enterprise Programs and Services” to “Corporate Services”;

And further, that the required amendments be made to the Terms of Reference for the Audit and Risk Committee, DEBT Issuance Committee, and the Interim Approvals Committee.

REPORT HIGHLIGHTS

- The Council Section of Enterprise Programs and Services (EPS) previously consisted of four departments being: Finance; Service Excellence and Innovation; Corporate Services; and, the Executive Office.
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DISCUSSION

1. Background

Section 1.2.6 of the Procedure By-law 56-2019, as amended, currently reads:

“Council Section” means the portion of the agenda under which reports and correspondence are grouped; and shall include but not necessarily be limited to Health, Human Services, Enterprise Programs and Services, Public Works, and Planning and Growth Management but shall not include those matters to be considered In Camera.

The title Enterprise Programs and Services was created to describe Regional internal services that consisted of four Departments being: Finance; Service Excellence and Innovation (SEI); Corporate Services; and the Executive Office.

The Finance Department merged with the Corporate Services Department effective May 10, 2021, under the leadership of the Chief Financial Officer and Commissioner of Corporate Services.

In the winter of 2022, the Commissioner of Human Services retired and the Commissioner of SEI transitioned to the role of Commissioner of Human Services. With this transition, SEI was also merged with the Corporate Services Department effective February 28, 2022.

Administrative Amendments to the Procedure By-law 56-2019, as amended, Regional Council Agenda Sections

As the Finance and SEI Departments are now all encompassing under the Corporate Services Department, staff recommend that the Council Section listed on the Regional Council agendas be renamed from “Enterprise Programs and Services” to “Corporate Services”.

Administrative amendments are required to the Procedural By-law 56-2019, as amended. Further, the Committee Terms of Reference where EPS is referenced for membership appointments of the Chair and Vice-Chair will also require administrative amendments to the following: Audit and Risk Committee; DEBT Issuance Committee; and, the Interim Approvals Committee.

The change to the Council Section name will take effect May 12, 2022.

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