

Schedule “A” Executive Committee

Mandate

1. With respect to all matters within the committee’s policy areas, the mandate of the Executive Committee is:
 - a) to provide advice and recommendations to Council;
 - b) to oversee the implementation of approved policy decisions by the civic administration;
 - c) to exercise every power or duty delegated by Council; and,
 - d) to supervise the City Manager, the City Clerk and the City Solicitor.

Policy Areas

2. The policy areas for the Executive Committee include:
 - a) legal services and matters under litigation;
 - b) legislative services
 - c) corporate projects;
 - d) corporate governance;
 - e) collective bargaining negotiations;
 - f) human rights complaints, and wrongful dismissal actions;
 - g) government relations;
 - h) audits;
 - i) strategic planning;
 - j) union grievances;
 - k) regional planning; and,
 - l) any other related area.

Delegated Authority

3. The following powers or duties are delegated to the Executive Committee:
 - a) the formulation and recommendation to Council of policies, plans, and bylaws;
 - b) the supervision of the City Manager and the recommendation on the terms and conditions of his/her employment including compensation to Council;
 - c) the supervision of the City Clerk and the City Solicitor, and the setting of the terms and conditions of his/her employment;
 - d) the receipt of all legal advice and report from the City Solicitor;

- e) the consideration and recommendation to Council on all matters referred to it by Council or the Mayor;
- f) the approval or denial of all labour matters in regards to grievances submitted by a Union;
- g) the referral of City matters to Administration;
- h) the approval or denial of Administration to proceed with negotiations;
- i) the consideration of informational items related to matters of the City;
- j) the approval of contracts or agreements that include a confidentiality clause regarding the disclosure of personnel and legal negotiations; and,
- k) the overall supervision of the City's annual and long-term audit plans including the approval of the selection and terms of engagement of an internal and external auditor which includes the enterprise risk management audit function, and the implementation of internal controls over financial reporting, operational effectiveness and efficiency, regulatory compliance, fraud prevention and detection, and safeguarding corporate assets.