

Memorandum to the Council of Corporation of the Municipality of Temagami

Subject: Agenda Management – External Resolutions

Memo No: 2025-M-152

Date: June 12, 2025

Attachment: None

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Recommendation

BE IT RESOLVED THAT Council receives Memo 2025-M-152 as presented;

AND FURTHER THAT Council approves that resolutions from other municipalities requesting support or endorsement shall not be placed on Council agendas as action items, but instead be shared with Council as information items.

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1. Executive Summary

This report recommends that Council discontinue the inclusion of resolutions from other municipalities—specifically those requesting letters of support or endorsements—on Council agendas unless they directly relate to Temagami’s strategic priorities, jurisdiction, or ongoing initiatives.

A review of three 2025 Council agendas revealed that more than 137 pages were allocated to such correspondence. These items are typically informational, fall outside Temagami’s jurisdiction, and seldom require Council action. Including them consumes staff time, clutters agendas, and dilutes focus on local priorities.

Temagami pays over \$5,000 annually in membership dues to AMO, ROMA, and FONOM—organizations that advocate on behalf of municipalities. Duplicating their efforts through individual endorsements reduces the strategic value of our membership.

Municipalities such as Cambridge, Georgian Bay, and London have adopted similar practices. To maintain transparency and flexibility, relevant resolutions may still be shared with Council as information items.

2. Background

Temagami frequently receives formal resolutions from other municipalities requesting Council support or endorsement. These resolutions often concern issues outside the Municipality’s jurisdiction or mandate. While the intent is to build consensus on broader public policy matters, their inclusion as Council action items presents governance and administrative challenges.

3. Key Issues Identified

- **Limited Local Relevance:** Over 95% of external resolutions relate to matters beyond Temagami’s scope—e.g., provincial health care, national infrastructure, or interprovincial agreements.

- **Administrative Burden:** Staff spend an estimated 5–7 hours per month processing and formatting these non-actionable items.
- **Agenda Congestion:** Council agendas become longer and less focused, delaying discussion of local, time-sensitive matters.
- **Dilution of Strategic Focus:** Council meeting packages are intended to support decision-making on municipal issues—not symbolic advocacy on unrelated topics.

4. Rationale for Change

- **Avoid Redundancy:** Advocacy is already undertaken through AMO, ROMA, and FONOM memberships; duplicating their work adds no incremental value.
- **Refocus on Local Governance:** Council meetings should concentrate on matters within Temagami’s control, such as infrastructure, service delivery, and planning.
- **Preserve Flexibility and Transparency:** Staff may still circulate notable resolutions to Council as information items without formal placement on the meeting agenda.

5. Comparative Practices – Other Municipalities

- **City of Cambridge** - Includes external resolutions in its Council Information Package (CIP). Items may be referred to Council or Committee of the Whole if further discussion is warranted.
- **Township of Georgian Bay** - Compiles external resolutions and correspondence in a bi-weekly CIP. Council may request any item be brought forward for further review.
- **City of London** – While it does not specify a formal policy on external resolutions, the City follows an agenda management approach that emphasizes local relevance and structured access to all Council materials.

6. Key Benefits

- **Governance Efficiency:** Agendas remain focused on actionable municipal issues.

- **Staff Time Savings:** An estimated 60–80 staff hours per year may be redirected toward local priorities.
- **Maximized Advocacy ROI:** Existing memberships in provincial and federal municipal organizations are fully leveraged.
- **Transparency Maintained:** Council can still access external resolutions as information items.

7. Legal and Procedural Alignment

- *Municipal Act, 2001* (Section 238): Permits municipalities to establish their own rules for agenda content and meeting procedures.
- **No Legislative Requirement to Include All Correspondence:** Council has full discretion over what is brought forward for formal consideration.
- **Open Meeting Compliance:** Sharing resolutions as information items maintains public transparency.

8. Conclusion

This recommendation enhances Council meeting efficiency, supports a more strategic focus on Temagami’s core responsibilities, and eliminates unnecessary duplication of advocacy efforts already undertaken by AMO, ROMA, and FONOM.

Council retains full discretion to review any external resolutions of interest, which may be shared as information items. This approach aligns with best practices used by peer municipalities and ensures Temagami’s agenda management remains effective, transparent, and locally focused.