



**Subject: Appointments to Boards and Committees**

**To: Council**

**From: Corporate Services Department**

Report Number: 2021-244

Meeting Date: September 27, 2021

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**Recommendation:**

That Corporate Services Department Report 2021-244 be received; and

That the applicants listed in Confidential Appendix A of Corporate Services Department Report 2021-244 be appointed to the respective Boards and Committees for a term ending December 31, 2025, or until such time as successors are appointed.

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**Purpose:**

The purpose of this report is to obtain approval regarding appointments to the Joint Agency Review Team Public Liaison Committee, the Active Transportation Advisory Committee, the Economic Development Advisory Committee, the Environmental Advisory Committee, the Port Colborne Historical Marine and Museum Board, and the Port Colborne Senior Advisory Council.

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**Background:**

In 2006, staggered terms were introduced for many of the City's boards and committees and citizens were appointed for terms of two, three and four years. Future appointments were to be for four-year terms in order to maintain the staggered structure established by the 2006 appointments. Council's current policy regarding the appointments to boards and committees was adopted by Council on November 10, 2008. A copy of the policy is available on the City's website.

New appointments to fill an expired term are for a four-year term. Notice was provided by staff liaisons to each board/committee member with an expiring term.

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**Discussion:**

At the end of 2020, the Clerk's Division postponed recruitment for citizen boards and committees due to the restrictions that arose as a result of the COVID-19 pandemic. Members whose terms expired at the end of 2020 were permitted to continue attending meetings until recruitment occurred. Moving forward, recruitment will take place annually in the fall for terms to begin in January of the following year.

Recruitment took place from July 27, 2021 to end of day August 13, 2021 for the following citizen boards and committees:

- Joint Agency Review Team Public Liaison Committee
- Active Transportation Advisory Committee
- Economic Development Advisory Committee
- Environmental Advisory Committee
- Port Colborne Historical Marine and Museum Board
- Port Colborne Senior Advisory Council

The Clerk and Deputy Clerk reviewed the applications and consulted the respective board/committee staff liaison for input. A list was then prepared to indicate staff's recommended appointees based on work/volunteer experience, education, skills, and specialized knowledge. The list of recommended appointees to the above-mentioned boards and committees is attached as Confidential Appendix A. The list of citizens that are not recommended to be appointed to these boards and committees is attached as Confidential Appendix B.

If Council approves the applicants listed in Confidential Appendix A as is, then this appendix will become public record by being attached to the minutes and the successful appointees will be notified this week. If Council wishes to discuss Confidential Appendix A, then they may pass a motion to go into Closed Session. The list will then be brought forward at the next open Council meeting for approval.

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**Internal Consultations:**

The Clerk's Division obtained input from the various staff liaisons assigned to each respective board and committee regarding the applications received. The staff liaisons contributed to the recommendations made in Confidential Appendix A.

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**Financial Implications:**

There are no financial implications.

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**Public Engagement:**

Advertisements regarding recruitment were posted on the City's website, social media channels and in the local newspaper. Applications from persons wishing to stand for appointment (or reappointment) were accepted from July 27, 2021 until end of day on August 13, 2021.

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**Strategic Plan Alignment:**

The initiative contained within this report supports the following pillar(s) of the strategic plan:

- Attracting Business Investment and Tourists to Port Colborne
  - People: Supporting and Investing in Human Capital
  - Governance: Communications, Engagement, and Decision-Making
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**Conclusion:**

Staff have prepared this report to obtain approval regarding appointments to the Joint Agency Review Team Public Liaison Committee, the Active Transportation Advisory Committee, the Economic Development Advisory Committee, the Environmental Advisory Committee, the Port Colborne Historical Marine and Museum Board, and the Port Colborne Senior Advisory Council. The list of recommended appointees is attached as Confidential Appendix A.

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**Appendices:**

- a. Confidential List of Recommended Appointees to Citizen Boards and Committees
- b. Confidential List of Appointees Not Recommended to Citizen Boards and Committees

**Note: Confidential appendices will be circulated under separate cover.**

Respectfully submitted,

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Report Approval:

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final review and approval by the Chief Administrative Officer.