



**Subject: Recommended Appointments to the Boards and Committees – Fall Recruitment Period**

**To: Council**

**From: Office of the Chief Administrative Officer**

Report Number: 2024-207

Meeting Date: November 12, 2024

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**Recommendation:**

That the Office of the Chief Administrative Officer Report 2024-207 be received; and  
That the individuals listed in Confidential Appendix A be appointed to the respective Board or Committee.

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**Purpose:**

The purpose of this report is present Council with the recommended applicants for appointment to the following Boards and Committees:

- Economic Development Advisory Committee
  - Museum, Culture and Heritage Board
  - Port Colborne Public Library Board
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**Background:**

The Clerk's Division hosted a fall recruitment period from October 15, 2024 – October 25, 2024, to fill any vacancies or expiring terms for the Boards and Committees listed above. This recruitment period was held in accordance with the City's Appointment to Boards and Committees Policy (2008). The recruitment period for the Mayor's Youth Advisory Committee (MYAC) was extended to November 1, 2024, to allow more students the opportunity to apply. A staff report recommending applicants for appointment to MYAC will be brought forward for Council's consideration on November 26, 2024.

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## **Discussion:**

Recruitment was held for the following Boards and Committees:

- Economic Development Advisory Committee
- Mayor's Youth Advisory Committee
- Museum, Culture and Heritage Board
- Port Colborne Public Library Board

An advertisement was placed in the Welland Tribune, and a digital marketing campaign ran from October 15 – 25, 2024 to alert residents of the recruitment period. The City's Communications team assisted Clerks staff by distributing the recruitment information across the City's social media pages. Paper applications were also available upon request at City Hall.

The Clerks Division received multiple applications for consideration. The applicants being recommended for appointment are listed in **Confidential Appendix A**. Should Council approve the recommended applicants, the terms for the Port Colborne Library Board and the Museum, Culture, and Heritage Board will expire on November 14, 2026, and the terms for the Economic Development Advisory Committee will expire on December 31, 2028. These terms are in accordance with the City's Appointment to Boards and Committees Policy (2008).

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## **Internal Consultations:**

The Clerk's Division consulted with the staff liaisons from the respective Boards and Committees regarding the eligible applicants to select for recommendation as listed in Confidential Appendix A.

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## **Financial Implications:**

There are no financial implications.

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## **Public Engagement:**

An Advertisement was placed in the Welland Tribune and a digital campaign ran from October 15 – 25, 2024. Information was also shared across the City's different social media pages. Recruitment for MYAC was extended until November 1, 2024, so the Communications team made social media posts to alert the public of this information. The Clerk's Division also reached out to the local high schools, Port Colborne High School and Lakeshore Catholic High School, to ask that the MYAC recruitment information be shared with their students. As previously noted, a staff report

recommending applicants for appointment to MYAC will be brought forward for Council's consideration on November 26, 2024.

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### **Strategic Plan Alignment:**

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

- Welcoming, Livable, Healthy Community
  - Economic Prosperity
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### **Conclusion:**

After receiving several applications, Clerks Division staff worked with the respective staff liaisons to select the recommended applicants for appointment. The applicants being recommended for appointment are listed in Confidential Appendix A. The Clerks Division is seeking Council's approval to appoint the recommended applicants to the respective Boards and Committees.

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### **Appendices:**

- a. Confidential Appendix A

Respectfully submitted,

Jessica Beaupre  
Deputy Clerk  
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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.