



Subject: Council Representation on Boards and Committees

To: Council

From: Development and Legislative Services Department

Report Number: 2022-270

Meeting Date: December 13, 2022

Recommendation:

That Development and Legislative – Clerk's Division Report 2022-270 be received; and

That Staff be directed to report back to a future meeting with a Council Member

Appointment to Committee Policy for consideration; and

Active Transportation Committee:

That Councillor _____ be appointed as the Council representative on the Active Transportation Committee for a term ending November 14, 2026.

Economic Development Advisory Committee:

That Councillors _____ and _____ be appointed as the Council representatives on the Economic Development Advisory Committee for a term ending November 14, 2026.

Environmental Advisory Committee:

That Councillors _____ and _____ be appointed as the Council representatives on the Environmental Advisory Committee for a term ending November 14, 2026.

Grant Policy Committee:

That Councillors _____ and _____ be appointed as the Council representatives on the Grant Policy Committee for a term ending November 14, 2026.

Port Colborne Historical and Marine Museum Board:

That Councillor _____ be appointed as the Council representative on the Port Colborne Historical and Marine Museum Board for a term ending November 14, 2026.

Port Colborne Senior Citizen Advisory Council:

That Councillor _____ be appointed as the Council representative on the Port Colborne Senior Citizen Advisory Council for a term ending November 14, 2026.

Social Determinants of Health Advisory Committee – Everyone Matters:

That Councillor _____ be appointed as the Council representative to the Social Determinants of Health Advisory Committee – Everyone Matters for a term ending November 14, 2026.

Committee of Adjustment:

That Councillors _____ and _____ be appointed as the Council representatives to the Committee of Adjustment for a period ending November 14, 2026.

Property Standards Committee/Notice to Muzzle Appeal Committee:

That Councillors _____, _____, _____ and _____ be appointed as the Council representatives on the Property Standards Committee and Notice to Muzzle Appeal Committee for a term ending November 14, 2026.

Port Colborne Public Library Board:

That Councillor _____ be appointed as the Council representative on the Port Colborne Public Library Board for a term ending November 14, 2026.

Downtown Business Improvement Area Board of Management:

That Councillor _____ be appointed as the Council representative on the Downtown Business Improvement Area Board of Management for a term ending November 14, 2026.

Main Street Business Improvement Area Board of Management:

That Councillor _____ be appointed as the Council representative on the Main Street Business Improvement Area Board of Management for a term ending November 14, 2026.

Drinking Water Quality Management System:

That Councillors _____ and _____ be appointed as the Council representatives on the Drinking Water Quality Management System for a term ending November 14, 2026.

Niagara Central Dorothy Rungeling Airport Commission:

That Councillors _____ and _____ be appointed as the Council representatives on the Niagara Central Airport Commission for a term ending November 14, 2026.

Niagara Community Foundation, Port Colborne Fund:

That Councillor _____ be appointed as the Council representative on the Niagara Community Foundation, Port Colborne Fund for a term ending November 14, 2026.

Port Colborne/Wainfleet Chamber of Commerce:

That Councillor _____ be appointed as the Council representative on the Port Colborne/Wainfleet Chamber of Commerce for a term ending November 14, 2026.

Julia Yager Social and Recreation Centre:

That Councillor _____ and _____ be appointed as the Council representative on the Julia Yager Social and Recreation Centre Committee for a term ending November 14, 2026.

Sherkston Community Centre

That Councillor _____ and _____ be appointed as the Council representative on the Sherkston Community Centre Committee for a term ending November 14, 2026.

Niagara Transit Commission Board

That Councillor _____ be appointed as the Port Colborne Council representative on the Niagara Transit Commission Board for a term ending November 14, 2026.

Purpose:

The purpose of this report is to appoint Council representation on boards and committees.

Background:

With the commencement of a new Council term, it is also necessary to appoint Council representatives to the City's various boards and committees.

Discussion:

Committees and boards provide advice, guidance, and support to Council as they consider matters such as environmental, heritage, and other local matters.

Committees are comprised of lay members of the public, Council, and various other stakeholder representatives.

Some of the responsibilities of the Council representative on committees include:

- Ensure the committee members are appropriately engaged on the committee mandate and workplan;
- Liaise between Council and the committee and assist in providing information and clarification;

- Update the committee members on Council issues that may affect the goals and objectives of the committee;
- When necessary and appropriate, explain the rationale behind the committee's recommendation to Council when brought forward to Council.

Council appointments to committees are made on the basis of interest and the requirements of the Committees, while meeting the needs of the community and striving for a balance in workload requirements. Staff recommend a Council Member Appointment to Committee Policy be drafted to ensure the appointment process is provided to be fair, consistent, and transparent.

The Clerk has sought and subsequently received each Councillor's preference as it relates to those boards/committees they would prefer to represent. The list of Boards and Committees requiring Council representatives is based on recommendations included in Staff Report 2022-264.

Financial Implications:

There are no financial implications associated with this report. Any remuneration provided to committee members is budgeted for in the 2023 operating budget.

Strategic Plan Alignment:

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

- Governance: Communications, Engagement, and Decision-Making

Conclusion:

With the commencement of a new Council term, it is also necessary to appoint Council representatives to the City's various boards and committees. In the event a Council member vacancy occurs on a board or committee during a Council term, the Clerk shall canvass Council to determine if any Councillors would be interested in filling the vacancy and a report will be brought forward to Council.

Respectfully submitted,

Nicole Rubli
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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.