

Recommendation:

That the Clerk's Office-2022-15 report, dated September 20, 2022 regarding Township Boards and Committees End of Term Review be received; and

That recruitment for all Committees be place on hold until the new Council has provided direction on its strategic goals; and

That the recruitment for the 2022-2026 Library Board and Committee of Adjustment/Planning Committee take place with appointments to be made in December 2022; and finally

That the term of the Santa Claus Parade Committee citizen appointments be extended until December 1, 2022.

Overview:

Boards and Committees play an important role in informing and supporting Council in accomplishing the Municipality's strategic goals and priorities. Appointed volunteer members of these boards and committees bring knowledge, experience and information, and are committed community stakeholders and ambassadors.

With the current term of Council ending November 14, 2022, it is prudent to review the existing boards and committees. Currently the Township has the following boards and committees in place:

- Arena Facilities Future Ad-Hoc Committee
- Canada Day Parade Committee
- Committee of Adjustment/Planning Committee
- Historical Committee
- Library Board
- Parks and Recreation Master Plan Advisory Committee
- Police Service Board
- Short Term Rental Advisory Committee
- Santa Claus Parade Committee

Over the course of the current term of Council these boards and committees have each met on their own schedule and some of them became dormant due to the pandemic. Some of the boards and committees have a Terms of Reference and some do not.

Conclusion:

Unless otherwise legislated, the term of the appointments of the above-noted Boards and Committees coincides with the term of Council and member appointments expire with the current Term of Council on November 14, 2022.

It is recommended that advertising for vacancies proceed as follows:

- Library Board and Committee of Adjustment – Proceed with posting for public members in Fall 2022 so that appointments can be made in December 2022 once the new Council is in place.
- Police Services Board - With the pending restructuring, it is recommended that the Municipality forego advertising for the Council appointed member if the current appointee is willing to continue in the role. As the timelines for restructuring are yet unknown, this would allow the continuation of the Board beyond the end of term to work through any transitional matters related to the restructuring.
- Santa Claus Parade Committee citizen appointments be extended to December 1, 2022 to allow for the Committee to run the 2022 parade.
- Short Term Rental Advisory Committee and Arena Facilities Future Ad-Hoc Committee will continue through to the new term of Council as per their ToR and previous direction of Council. Pending the results of the election, Council members will need to be appointed to sit on each Committee.
- Advisory Committees - Postpone posting of vacancies for Advisory Committees until Strategic Planning Documents are in place and Council has approved the structure of Advisory Committees, including insuring that Terms of Reference are in place for all Committees.

Financial Impact: None at this time.

Strategic Plan Applicability:

To ensure and enable an effective and efficient municipal administration.

Report Approval Details

Document Title:	Township Boards and Committees - End of Term.docx
Attachments:	
Final Approval Date:	Sep 13, 2022

This report and all of its attachments were approved and signed as outlined below:

Elana Arthurs