Staff Report



То	City Council	
Service Area	Corporate Services	
Date	Monday, June 28, 2021	
Subject	June 2021 Public Appointments to Advisory Committees of Council	

Recommendation

- 1. That______ be appointed to the Board of Trustees of the Elliott for a three-year term ending June 2024, or until a successor is appointed.
- 2. That _____, ____, and _____ be reappointed to the Community Grant Allocation Panel for a term ending November 2022 or until such time as a successor is appointed.
- 3. That ______, ____, and ______ be reappointed to the Guelph Sports Hall of Fame Board of Directors for a term ending November 2022 or until such time as a successor is appointed.
- 4. That _____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ____, ___, ____, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, ___, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __, __
- 5. That ______ and _____ be reappointed to the Property Standards Committee for a term ending November 2022 or until such time as a successor is appointed.
- 6. That ______be reappointed to the Transit Advisory Committee for a term ending November 2022 or until such time as a successor is appointed.
- 7. That ______ and _____ be appointed to the Waste Resource Innovation Center Public Liaison Committee for a term ending November 2022 or until such time as a successor is appointed

Executive Summary

Purpose of Report

To appoint members of the public to the various advisory committees, local boards, agencies, commissions and associations.

Key Findings

Current vacancies are the result of terms ending in April 2021 and resignations.

Vacancies were advertised in accordance with the City's <u>Public Appointment Policy</u>.

Staff liaisons for the various advisory committees, local boards, agencies, commissions and associations have reviewed all applications and are recommending

appointees. The terms of appointments are in accordance with the <u>City's Public</u> <u>Appointment Policy</u>.

The staff liaison for the Board of Trustees of the Elliott provided applications received to the Board of Trustees of the Elliott Governance and Nominating Committee for their consideration and recommendation. City Council appointments to the Board of Trustees of the Elliott are in accordance with <u>Section 4 of The Elliott Act.</u>

Fall recruitment will take place for those committees which received no qualified applicants or applications during the spring recruitment.

Staff are recommending governance policy changes affecting boards and committees at the July 5, 2021 Committee of the Whole. Changes to these policies are not discussed or considered as part of this report.

Financial Implications

None.

Report

In April 2020, City advisory committee meetings were cancelled due to COVID-19 restrictions and Council appointments to advisory committees were postponed. In June 2020, virtual meetings commenced and Council appointments were completed with terms based on recommendations contained in the June 28, 2020 Staff Report June 2020 Public Appointments to Advisory Committees, Local Boards, Agencies, Commissions and Associations.

Current vacancies are the result of those terms ending in April 2021 and resignations received in 2020/2021.

Committee vacancies were advertised in the Guelph Mercury Tribune on March 25 and April 1, 2021, posted to the <u>Board and Committee webpage</u>, the People and Information Network Volunteer Board and shared with equity seeking groups in the community. All advertisements included the number of vacancies, term of appointment, a summary of duties, frequency of meetings and staff contact information.

Spring recruitment took place for three weeks from March 25 to April 15 and resulted in a lower than average number of applications. The following committees received no qualified applicants or applications: <u>Accessibility Advisory Committee</u>, <u>Transit Advisory Committee</u> and <u>Planning Advisory Committee</u>. Recruitment for these committees will continue in fall 2021.

City staff and the Board of Trustees of the Elliott liaisons were provided with applications received from the March/April recruitment. The closed companion report titled June 2021 Public Appointments to Advisory Committees of Council dated June 28, 2021 provides City Council with the staff liaisons' and Board of Trustees of the Elliott Governance and Nominating Committee recommendations.

Data Collection on Race, Gender and Disabilities

In November 2020, the City's Clerks Office began voluntarily collecting data from committee members with respect to race, gender and disabilities. Initial survey results were provided in the staff report <u>November 2020 Public Appointments to</u> <u>Advisory Committees, Local Boards, Agencies, Commissions and Associations</u>.

The Clerk's Office is continuing to collect data following each appointment cycle with updated information summarized in the tables below.

Survey Characteristic	City of Guelph Survey Data	City of Guelph 2016 Census Profile Data
	(% based on 106 responses)	(% based on total population of 131,790)
Aboriginal identity	3 responses (3%)	1,905 persons (1%)
Visible minority	9 responses (8%)	24,455 persons (19%)
Gender (Female)	49 responses (46%)	64,100 persons (49%)
Gender (Male)	56 responses (53%)	67,690 persons (51%)
Gender (X)	1 response (1%)	Not applicable*

*The 2016 Census categorized gender exclusively as male or female. In 2018, Statistics Canada distinguished between sex, gender identity and gender expression and future census surveys will include more gender-inclusive questions.

Survey Characteristic	City of Guelph Survey Data (% based on 106 responses)	2017 Canadian Survey on Disability Data
Persons with a disability	8 responses (8%)	22.3% of the Canadian population aged 15 years and over have one or more disabilities

Changes to Data Collection on Race Gender and Disability

Pending Council's approval of the revised Public Appointment Policy at the July Committee of the Whole meeting, the City Clerk's Office will begin to collect, on a voluntary basis, information relating to race, gender and disability on committee applications. Consistent with a committee's terms of reference and applicant skills, staff liaisons will give priority to applicants from equity seeking groups. Data collected from applications will be reported in the fall 2021 recruitment report.

Next Steps

Council will appoint and reappoint members to advisory committees and each applicant will receive a letter advising of the outcome of their application.

Board of Trustees of the Elliott

Meetings: the last Thursday of each month (except July and August).

The <u>Elliott Board of Trustees</u> provides strategic direction and evaluation of The Elliott Community's financial and performance reports and supports the

organization toward achieving its goals. Trustees are also required to ensure legislative compliance of the organization and their reporting procedures.

The Board of Trustees consists of a minimum of five and maximum of 11 persons. The liaison for the board is the Chief Executive Officer of The Elliott Community.

<u>The Elliott Act</u> stipulates that the term of appointment is three years with a maximum term of ten years. There are currently three vacancies on the committee. Applications received for vacancies on this committee were forwarded to the liaison to provide to the Board of Trustees for The Elliott Governance and Nominating Committee for consideration. The Governance and Nominating Committee met and are recommending only one individual for appointment. Ongoing recruitment will take place in fall of 2021 for this committee.

Community Grant Allocation Panel

Meetings: approximately 10 meetings per year with the meetings taking place between October and March.

The role of the <u>Community Grant Allocation Panel</u> (Panel) is to allocate City funding to eligible community benefit organizations through the Community Grant Program to improve the wellbeing of Guelph residents.

The Panel currently consists of eight members of the public. The City Councilapproved maximum number of members is 12. The liaison for the Panel is the Manager, Community Investment.

Guelph Sports Hall of Fame Board of Directors

Meetings: six times per year.

The <u>Guelph Sports Hall of Fame Board of Directors</u> recognizes and honours the achievements of Guelph individuals and teams who have attained prominence and distinction in any field of sport, and those who have made a major contribution to the development and advancement of sports in Guelph. To permanently record and give public prominence to the achievements of such individuals and teams in a public display centre.

The Guelph Sports Hall of Fame Board of Directors consists of nine members including six representatives of the public and three representatives of the Kiwanis Club. The liaison for the Guelph Sports Hall of Fame Advisory Committee is the Manager, Recreation Services.

Natural Heritage Advisory Committee

Meetings: between two and six times per year.

The <u>Natural Heritage Advisory Committee</u> (NHAC) provides input and perspectives on strategic, high-level natural heritage conservation matters relating to City-led initiatives. Specifically, city plans, strategies and studies with a natural heritage focus such as the Natural Heritage Action Plan, the Urban Forest Management Plan and sub-watershed studies; and reviews and updates to the Official Plan natural heritage and watershed planning and water resource policies.

The membership of the NHAC consists of nine members of the public who demonstrate informed interest in natural heritage conservation and/or civic and community matters through employment, volunteer or personal experience. The committee is a balanced membership with residents who are practicing professionals in the natural heritage industry and those who are not.

The liaison for NHAC is the Manager, Policy Planning and Urban Design.

Property Standards Committee

Meetings: as required.

The <u>Property Standards Committee</u> (PSC) hears appeals against orders issued under the Property Standards By-law. The PSC has the authority to confirm, modify or rescind an order and may extend the time for compliance, if the general intent of the Property Standards By-law, Official Plan and policy statement are maintained.

The PSC consists of five members of the public. The liaison for the PSC is the Manager, By-law Compliance, Security and Licensing.

Transit Advisory Committee

Meetings: once per month.

The <u>Transit Advisory Committee</u> (TAC) provides a forum for input, exchange of ideas and debate on conventional and mobility transit related issues with representation from all affected groups in the community.

The TAC consists of nine members of the public including: two regular users of Guelph Transit conventional services, one regular user of Guelph Transit mobility services, one Guelph and Wellington Task Force for Poverty Elimination member, one University of Guelph student, one University of Guelph member of administration, one member representing environmental interests and two community members at large.

The liaison for the TAC is the General Manager, Guelph Transit.

Waste Resource Innovation Centre Public Liaison Committee

Meetings: quarterly.

The <u>Waste Resource Innovation Centre Public Liaison Committee</u> (WRICC) reviews and provides recommendations with respect to the Organic Waste Processing Facility, annual operational and monitoring reports and other pertinent information. The WRICC also provides a forum for the dissemination, consultation, review and exchange of information regarding the operation of the Organic Waste Processing Facility, including environmental monitoring, maintenance, complaint resolutions and new approvals or amendments to existing approvals related to the operation of the site.

The WRICC consists of seven members of the public which may include: two residents or property owners within 2,000 metres of the Organic Waste Processing Facility, two members of interested non-governmental organizations and three interested people or representatives of groups (local businesses or residents who live greater than 2,000 metres from the Organic Waste Processing Facility). The liaison for the WRICC is the Operations Manager, Solid Waste Resources.

Next Steps

Once appointments have been made, each applicant will receive a letter advising of the outcome of their application and the staff liaison will be advised of the successful candidates.

Financial Implications

None.

Consultations

Staff from the various departments overseeing the advisory committees, local boards, agencies, commissions and associations were consulted.

Strategic Plan Alignment

This report supports the Strategic Plan – Working Together for our Future priority, by improving how the City communicates with residents and delivers services.

In addition, advisory committees, local boards, agencies, commissions and associations are an important community engagement tool. Ensuring that citizen appointments are made to these groups enables them to continue their work.

Attachments

None.

Departmental Approval

Trista Di Lullo, Acting Manager, Legislative Services, Acting Deputy City Clerk

Report Author

Donna Tremblay, Board and Committee Coordinator

This report was approved by:

Dylan McMahon Acting General Manager City Clerk's Office/Acting City Clerk Corporate Services 519-822-1260 extension 5644 <u>dylan.Mcmahon@guelph.ca</u>.

This report was recommended by:

Trevor Lee Deputy Chief Administrative Officer Corporate Services 519-822-1260 extension 2281 trevor.lee@guelph.ca