

# City Council as Striking Committee Meeting Agenda



**Monday, December 10, 2018 – 5:00 p.m.**  
**Council Chambers, Guelph City Hall, 1 Carden Street**

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## **Declaration of Office – Councillor Bell**

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### **Authority to move into closed meeting**

That the Council of the City of Guelph now hold a meeting that is closed to the public, pursuant to the Municipal Act, to consider:

- CS-2018-69**                      **December 2018 Public Appointments to Advisory Committees, Local Boards, Agencies, Commissions and Associations**  
Section 239(b) of the Municipal Act relating to personal matters about an identifiable individual, including municipal or local board employees
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### **Open Meeting – 5:30 p.m.**

#### **Closed Meeting Summary**

Disclosure of Pecuniary Interest and General Nature Thereof

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- CS-2018-68**                      **December 2018 Public Appointments to Advisory Committees, Local Boards, Agencies, Commissions and Associations**

#### **Recommendation:**

1. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Accessibility Advisory Committee for a term ending November, 2022 or until such time as a successor is appointed.

2. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Accessibility Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
3. That \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Art Gallery of Guelph Board of Trustees for a term ending November, 2020 or until such time as a successor is appointed.
4. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Committee of Adjustment for a term ending November, 2022 or until such time as a successor is appointed.
5. That \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Committee of Adjustment effective January 1, 2019 for a term ending November, 2022 or until such time as a successor is appointed.
6. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Downtown Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
7. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Downtown Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
8. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Economic Development Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
9. That \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Economic Development Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
10. That \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Board of Trustees of The Elliott for a term ending November, 2021 or until such time as a successor is appointed.
11. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Environmental Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
12. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Environmental Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.

13. That \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Guelph Cemetery Commission for a term ending November, 2022 or until such time as a successor is appointed.
14. That \_\_\_\_\_ be reappointed to the Guelph Museums Advisory Committee for a term ending November, 2020 or until such time as a successor is appointed.
15. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ be reappointed to the Guelph Museums Advisory Committee for a term ending November, 2022 or until such time as a successor is appointed.
16. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Guelph Museums Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
17. That \_\_\_\_\_ be appointed to the Guelph Police Services Board effective January 1, 2019 for a term ending November, 2019 or until such time as a successor is appointed.
18. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Guelph Public Library Board of Directors for a term ending November, 2022 or until such time as a successor is appointed.
19. That \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Guelph Public Library Board of Directors for a term ending November, 2022 or until such time as a successor is appointed.
20. That \_\_\_\_\_ be reappointed to the Guelph Sports Hall of Fame Board of Directors for a term ending November, 2020 or until such time as a successor is appointed.
21. That \_\_\_\_\_ be reappointed to the Guelph Sports Hall of Fame Board of Directors for a term ending November, 2021 or until such time as a successor is appointed.
22. That \_\_\_\_\_ 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.
23. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to Heritage Guelph for a term ending November, 2022 or until such time as a successor is appointed.

24. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to Heritage Guelph for a term ending November, 2019 or until such time as a successor is appointed.
25. That \_\_\_\_\_ be reappointed to the Municipal Property and Building Commemorative Naming Committee for a term ending November, 2022 or until such time as a successor is appointed.
26. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Property Standards Committee for a term ending November, 2022 or until such time as a successor is appointed.
27. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Public Art Advisory Committee for a term ending November, 2022 or until such time as a successor is appointed.
28. That \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Public Art Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
29. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the River Systems Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
30. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the River Systems Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
31. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Tourism Advisory Committee for a term ending November, 2022 or until such time as a successor is appointed.
32. That \_\_\_\_\_ be appointed to the Tourism Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
33. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ be reappointed to the Transit Advisory Committee for a term ending November, 2022 or until such time as a successor is appointed.
34. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Transit Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.

35. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Waste Resource Innovation Centre Public Liaison Committee for a term ending November, 2019 or until such time as a successor is appointed.
36. That \_\_\_\_\_ be reappointed to the Waste Resource Innovation Centre Public Liaison Committee for a term ending November, 2022 or until such time as a successor is appointed.
37. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Waste Resource Innovation Centre Public Liaison Committee for a term ending November, 2019 or until such time as a successor is appointed.
38. That \_\_\_\_\_ be reappointed to the Water Conservation and Efficiency Public Liaison Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
39. That \_\_\_\_\_ be reappointed to the Water Conservation and Efficiency Public Liaison Advisory Committee for a term ending November, 2020 or until such time as a successor is appointed.
40. That \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Water Conservation and Efficiency Public Liaison Committee for a term ending November, 2022 or until such time as a successor is appointed.
41. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Wellbeing Grant Allocation Panel for a term ending June, 2019 or until such time as a successor is appointed.
42. That staff be directed to conduct further recruitment for any advisory committees, local boards, agencies, commissions and associations that have remaining vacancies.

**CS-2018-67                      2018-2022 Council Appointments**

**Recommendation:**

1. That the 2018-2022 Council appointments be conducted according to the procedures set out in ATT-1 – Striking Committee – Council Appointment Procedure.
2. That City Clerk’s Office staff report back to Council with a Striking Committee Policy prior to future Council appointments.

## **Audit**

3. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Audit Services chair for a term ending November 15, 2020.
4. That Councillor \_\_\_\_\_ be appointed Committee of the Whole Audit Services vice-chair for a term ending November 15, 2020.

## **Corporate Services**

5. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Corporate Services chair for a term ending November 15, 2020.
6. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Corporate Services vice-chair for a term ending November 15, 2020.

## **Infrastructure, Development and Enterprise**

7. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Infrastructure, Development and Enterprise Services chair for a term ending November 15, 2020.
8. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Infrastructure, Development and Enterprise Services vice-chair for a term ending November 15, 2020.

## **Public Services**

9. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Public Services chair for a term ending November 15, 2020.
10. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Public Services vice-chair for a term ending November 15, 2020.

## **Art Gallery of Guelph Board of Directors** (one Council member; up to term of Council)

11. That Councillor \_\_\_\_\_ be appointed to the Art Gallery of Guelph Board of Trustees for a term ending November 15, 2022.

## **Board of Trustees of the Elliott Community** (Mayor or designate; 3 year term)

12. That \_\_\_\_\_ be appointed to the Board of Trustees of The Elliott for a term ending November 15, 2021.

**Downtown Guelph Business Association Board of Management** (one Council member from Ward 1; one Council member from another Ward; term of Council)

13. That Councillors \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Downtown Guelph Business Association Board of Management for a term ending November 15, 2022.

**Grand River Conservation Authority** (two Council members; up to term of Council)

14. That Councillors \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Grand River Conservation Authority for a term ending November 15, 2022.

**Guelph Police Services Board** (Mayor or designate and one Council member; up to term of Council)

15. That \_\_\_\_\_ and Councillor \_\_\_\_\_ be appointed to the Guelph Police Services Board for a term ending November 15, 2022.

**Guelph Public Library Board** (one Council member; term of Council)

16. That Councillor \_\_\_\_\_ be appointed to the Guelph Public Library Board for a term ending November 15, 2022.

**Well Interference Committee** (three Council members; up to term of Council)

17. That Councillors \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Well Interference Committee for a term ending November 15, 2022.

**Wellington-Dufferin-Guelph Public Health Board of Directors** (three members that may be public members or Council members; up to term of Council)

18. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Wellington-Dufferin-Guelph Public Health Board of Health for a term ending November 15, 2022.

## **Adjournment**

# Staff Report



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To **City Council**

Service Area Corporate Services

Date Monday, December 10, 2018

Subject **December 2018 Public Appointments to Advisory Committees, Local Boards, Agencies, Commissions and Associations**

Report Number CS-2018-68

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## Recommendation

1. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Accessibility Advisory Committee for a term ending November, 2022 or until such time as a successor is appointed.
2. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Accessibility Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
3. That \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Art Gallery of Guelph Board of Trustees for a term ending November, 2020 or until such time as a successor is appointed.
4. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Committee of Adjustment for a term ending November, 2022 or until such time as a successor is appointed.
5. That \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Committee of Adjustment effective January 1, 2019 for a term ending November, 2022 or until such time as a successor is appointed.
6. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Downtown Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
7. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Downtown Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.



8. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Economic Development Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
9. That \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Economic Development Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
10. That \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Board of Trustees of The Elliott for a term ending November, 2021 or until such time as a successor is appointed.
11. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Environmental Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
12. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Environmental Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
13. That \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Guelph Cemetery Commission for a term ending November, 2022 or until such time as a successor is appointed.
14. That \_\_\_\_\_ be reappointed to the Guelph Museums Advisory Committee for a term ending November, 2020 or until such time as a successor is appointed.
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16. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Guelph Museums Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
17. That \_\_\_\_\_ be appointed to the Guelph Police Services Board effective January 1, 2019 for a term ending November, 2019 or until such time as a successor is appointed.
18. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Guelph Public Library Board of Directors for a term ending November, 2022 or until such time as a successor is appointed.

19. That \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Guelph Public Library Board of Directors for a term ending November, 2022 or until such time as a successor is appointed.
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22. That \_\_\_\_\_ 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.
23. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to Heritage Guelph for a term ending November, 2022 or until such time as a successor is appointed.
24. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to Heritage Guelph for a term ending November, 2019 or until such time as a successor is appointed.
25. That \_\_\_\_\_ be reappointed to the Municipal Property and Building Commemorative Naming Committee for a term ending November, 2022 or until such time as a successor is appointed.
26. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Property Standards Committee for a term ending November, 2022 or until such time as a successor is appointed.
27. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Public Art Advisory Committee for a term ending November, 2022 or until such time as a successor is appointed.
28. That \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Public Art Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
29. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the River Systems Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.

30. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the River Systems Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
31. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Tourism Advisory Committee for a term ending November, 2022 or until such time as a successor is appointed.
32. That \_\_\_\_\_ be appointed to the Tourism Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
33. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ be reappointed to the Transit Advisory Committee for a term ending November, 2022 or until such time as a successor is appointed.
34. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Transit Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
35. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Waste Resource Innovation Centre Public Liaison Committee for a term ending November, 2019 or until such time as a successor is appointed.
36. That \_\_\_\_\_ be reappointed to the Waste Resource Innovation Centre Public Liaison Committee for a term ending November, 2022 or until such time as a successor is appointed.
37. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Waste Resource Innovation Centre Public Liaison Committee for a term ending November, 2019 or until such time as a successor is appointed.
38. That \_\_\_\_\_ be reappointed to the Water Conservation and Efficiency Public Liaison Advisory Committee for a term ending November, 2019 or until such time as a successor is appointed.
39. That \_\_\_\_\_ be reappointed to the Water Conservation and Efficiency Public Liaison Advisory Committee for a term ending November, 2020 or until such time as a successor is appointed.
40. That \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Water Conservation and Efficiency Public Liaison Committee for a term ending November, 2022 or until such time as a successor is appointed.

41. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be reappointed to the Wellbeing Grant Allocation Panel for a term ending June, 2019 or until such time as a successor is appointed.
42. That staff be directed to conduct further recruitment for any advisory committees, local boards, agencies, commissions and associations that have remaining vacancies.

## **Executive Summary**

### **Purpose of Report**

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

### **Key Findings**

Staff liaisons have reviewed all applications and are recommending appointees. The terms of the appointments are in accordance with the City's Public Appointment Policy and applicable legislation.

The vacancies have been advertised in accordance with the City's Public Appointment Policy.

### **Financial Implications**

None.

## **Report**

The current vacancies on the various advisory committees, local boards, agencies, commissions and associations are determined according to the relevant terms of reference and applicable legislation. As public appointees cannot serve beyond the term of Council, these vacancies are the result of the transition to the 2018-2022 term of Council.

Vacancies were advertised in the Guelph MercuryTribune on September 13 and 20, 2018, posted on the City's website, posted on public bulletin boards at City facilities and provided to the People and Information Network and the Guelph-Wellington Local Immigration Partnership Office for posting. The advertisements included the number of vacancies, the term of office, a summary of duties, the frequency of meetings and contact information.

Staff liaisons were provided all of the completed applications pertinent to their committee or board. The closed companion report CS-2018-69 titled December 2018 Public Appointments to Advisory Committees, Local Boards, Agencies, Commissions and Associations dated December 10, 2018, provides Council with the staff liaison recommendations.

Whenever a member of the public is being recommended to serve on more than one advisory committee, local board, agency, commission or association at the same time, consideration was given to the expertise required, availability of other applicants and the need to ensure continuity and succession planning. Each applicant will receive a letter advising of the outcome of their application.

First time appointments are for one year in keeping with the City's [Public Appointment Policy](#).

Reappointments are for the term of Council unless otherwise stipulated by legislation or the maximum term allowed under the Public Appointment Policy.

Staff are conducting reviews of the terms of reference for the Downtown Advisory Committee, Economic Development Advisory Committee, the Environmental Advisory Committee and the River Systems Advisory Committee. As a result, appointments to these advisory committees are being recommended for one year terms only. Any changes to the terms of reference for these advisory committees will be brought to Council for approval.

### **Accessibility Advisory Committee**

Meetings: the third Tuesday of every other month.

The Accessibility Advisory Committee (AAC) advises City Council on its accessibility plan and reviews selected site plans and drawings for new buildings or developments. The AAC consists of a maximum of 15 members. A majority of the members must be persons with disabilities and a maximum of six members may not have a disability. The liaison for the AAC is the Accessibility Services Coordinator.

### **Art Gallery of Guelph Board of Trustees**

Meetings: twice per year (May/June and October/November).

The Art Gallery of Guelph Board of Trustees governs the affairs of the Art Gallery of Guelph with regard to its mission, policy, financial management, facilities and governance. The board consists of two members of the public. The liaison for the board is the General Manager of Culture, Tourism and Community Investment.

### **Committee of Adjustment**

Meetings: the second Thursday of each month and the fourth Thursday if necessary.

The Committee of Adjustment hears applications under Sections 45, 53 and 57 of the Planning Act R.S.O. 1990 c. P13, as amended. The committee consists of seven members of the public. The liaison for the Committee of Adjustment is the Secretary-Treasurer of the Committee of Adjustment.

The term of appointment for the recommended appointees to the Committee of Adjustment is effective January 1, 2019 to ensure continuity for the Committee of Adjustment meeting to be held on December 13, 2018.

### **Downtown Advisory Committee**

Meetings: monthly on a Thursday.

The Downtown Advisory Committee (DAC) provides strategic input and advice to Council and Staff on matters pertaining to issues impacting the economic, social, cultural, environmental, physical and educational conditions in downtown Guelph.

The DAC consists of 11 members of the public representing various sectors, including: one Business Management or Finance, one IT/Innovation, one Developer or Property/Facilities Management, one Storefront Retail, one Arts and Culture/Tourism/Entertainment, one Real Estate, one Marketing and Promotion, one Education/Research, one Major Industry Anchor, two Residents in downtown and surrounding community.

In 2014, Council determined that some members of the DAC may also serve on the Downtown Board of Management in order to provide continuity. The liaison for the DAC is the Program Manager, Downtown Renewal.

### **Economic Development Advisory Committee**

Meetings: once per month.

The Economic Development Advisory Committee (EDAC) champions and promotes City of Guelph economic development directions and programs by providing leadership in the development and implementation of strategic action plans to stimulate business growth, jobs and strong community linkages.

The EDAC consists of nine members of the public. The staff liaison for the EDAC is the Manager, Economic Development.

### **The Elliott Board of Trustees**

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

The Elliott Board of Trustees 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 advise and 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.

### **Environmental Advisory Committee**

Meetings: the second Wednesday of every month.

The Environmental Advisory Committee (EAC) reviews environmental documents submitted in conjunction with Official Plan Amendments, Zoning By-law Amendments and Draft Plans of Subdivision. The EAC also examines such matters and issues referred to it by City Council, the Committee of the Whole and staff in Planning and Building Services.

The EAC consists of nine members of the public. The liaison for the EAC is the Environmental Planner.

### **Guelph Cemetery Commission**

Meetings: the third Tuesday or Wednesday of the month except in August and December.

The Guelph Cemetery Commission maintains, manages and controls the cemetery and all lands, money and personal property in connection with it.

The commission consists of two members of the public. The liaison for the commission is the Deputy Chief Administrative Officer, Public Services.

### **Guelph Museums Advisory Committee**

Meetings: the fourth Thursday of every month (except July, August and December).

The Guelph Museums Advisory Committee (GMAC) safeguards Guelph Museum assets, including the care of its collection, through strategic planning, fundraising, acting as ambassadors, advising on approaches to maintaining and increasing membership and approving operating policies as required by the Ministry of Culture, Sport and Tourism.

The GMAC consists of nine members of the public. The liaison for the GMAC is the Manager, Guelph Museums.

### **Guelph Police Services Board**

Meetings: the third Thursday of the month as well as special meetings as required.

The Guelph Police Services Board determines the objectives and priorities for the provision of policing services in Guelph in consultation with the Chief of Police. The board gives orders and directions to the Chief but not to individual members. As a civilian oversight body, the board has general superintending authority over the municipal police service through policy development and specific administrative tasks but not day-to-day operations. The board is responsible for developing the operating and capital budget estimates for the police service. The board, as the employer, is also responsible for collective bargaining with the police association and other labour relations matters.

The Guelph Police Services Board includes one member of the public. The liaison for the board is the Executive Assistant to the Guelph Police Services Board.

See attached letter from the Chair of the Guelph Police Services Board regarding the term of appointment for the recommended appointee.

### **Guelph Public Library Board**

Meetings: the third Tuesday of the month.

The Guelph Public Library Board shall provide, in co-operation with other boards, a comprehensive and efficient public library service that reflects the community's unique needs.

The Guelph Public Library Board includes up to 11 members of the public. The liaison for the Public Library Board is the Chief Executive Officer of the Guelph Public Library.

### **Guelph Sports Hall of Fame Board**

Meetings: approximately six times per year from October to June.

The Guelph Sports Hall of Fame Board administers all matters relating to the Guelph Sports Hall of Fame. The board, along with the election committee, shall be the determining body for the selection of inductees into the Hall of Fame to recognize and honour 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.

The liaison for the Guelph Sports Hall of Fame Board is the Manager, Recreation Services.

### **Heritage Guelph**

Meetings: monthly on the second Monday of every month.

Heritage Guelph assists Council and the public in the field of architectural preservation in order to recognize and reinforce the community value of heritage properties, provide protection against inappropriate changes to heritage properties, and assist heritage property owners accessing government-supported financial assistance.

Heritage Guelph consists of 12 members of the public. The liaison for the Heritage Guelph is the Senior Heritage Planner.

### **Municipal Property and Building Commemorative Naming Committee**

Meetings: four times per year from January to March.

The Municipal Property and Building Commemorative Naming Committee (Naming Committee) helps select and approve a proposed naming or renaming of municipal assets including: parkland, other open spaces, trails, structures and public buildings.

The Naming Committee consists of two members of the public. The liaison for the Naming Committee is the Landscape Planner.



### **Property Standards Committee**

Meetings: as required.

The Property Standards Committee (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, as long as the general intent of the 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.

### **Public Art Advisory Committee**

Meetings: a minimum of three times per year with additional meetings called as necessary to address specific project requirements.

The Public Art Advisory Committee (PAAC) provides strategic input and advice to Council and staff on matters pertaining to public art in the City of Guelph.

The PAAC consists of a minimum of seven members of the public. The liaison for the PAAC is the Cultural Program and Event Coordinator.

### **River Systems Advisory Committee**

Meetings: quarterly.

The River Systems Advisory Committee (RSAC) provides recommendations to City staff and Council on the monitoring, implementation and updating of the River Systems Management Study, subwatershed studies and stream restoration for channels not included in the subwatershed plans.

The RSAC consists of nine members of the public. The liaison for the RSAC is the Environmental Planner.

### **Tourism Advisory Committee**

Meetings: a minimum of four times per year.

The Tourism Advisory Committee provides strategic input and advice to Council and City staff on the implementation of the recommendations of the 2014 Tourism Operational Review and matters affecting the tourism industry.

The Tourism Advisory Committee consists of nine members of the public including a representative from each of the following sectors of the Guelph Tourism Industry: accommodation, food and beverage, attractions, transportation, culture and events, outdoor/recreation, sport, retail and conference services. The liaison for the Tourism Advisory Committee is the Manager, Culture and Tourism.

### **Transit Advisory Committee**

Meetings: once per month.

The Transit Advisory Committee (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 Waste Resource Innovation Centre Public Liaison Committee (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 including: 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.

### **Water Conservation and Efficiency Public Advisory Committee**

Meetings: quarterly.

The Water Conservation and Efficiency Public Advisory Committee provides an ongoing mechanism for feedback and advice to City staff and Council on key aspects of implementation of the 2016 Water Conservation and Efficiency Strategy.

The Committee consists of eight members of the public. The liaison for the Committee is the Supervisor, Water Efficiency, Water Services.

### **Wellbeing Grant Allocation Panel**

Meetings: approximately five times per year with the majority of the meetings held between July and February.

The Wellbeing Grant Allocation Panel (the Panel) provides objective assessments of applications submitted to the City's Wellbeing Grant Program, allocates the program's annual budget to organizations that satisfy the eligibility criteria and demonstrate that their activities will have a positive impact on the wellbeing of Guelph residents, prepares an annual report to Council detailing all allocation decisions and supports the goals of the City of Guelph's Corporate Administrative Plan.

Please note that all meeting dates and schedules are subject to change.

## **Financial Implications**

None.

## **Consultations**

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

## **Corporate Administrative Plan**

### **Overarching Goals**

Service Excellence

### **Service Area Operational Work Plans**

Our People - Building a great community together

Our Services - Municipal services that make lives better

## **Attachments**

ATT-1          November 28, 2018 Correspondence from the Chair of the Guelph  
Police Services Board

## **Departmental Approval**

Dylan McMahon, Manager, Legislative Services/Deputy City Clerk

## **Report Author,**

Dolores Black, Council and Committee Coordinator



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### **Approved By**

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## Guelph Police Services Board

PO Box 31038, Willow West Postal Outlet, Guelph, Ontario N1H 8K1

Telephone: (519) 824-1212 # 213 Fax: (519) 824-8360

TTY (519) 824-1466 Email: board@police.guelph.on.ca

November 28, 2018

Mayor Cam Guthrie  
Guelph City Hall  
1 Carden Street  
Guelph, ON N1H 3A1

VIA EMAIL

Dear Mayor Guthrie:

As you and Council determine the community representative to sit on the Guelph Police Services Board for an initial one-year term, I am requesting that the term of this individual begin January 1<sup>st</sup>, 2019.

This request is due to the following issues of which you are aware:

Any new member must be sworn in by a Provincial Judge or Advocate. Since Council's decision in this matter will not be until December 10, 2018, it is going to be problematic to schedule this swearing in ceremony prior to our Board meeting of December 13, 2018. This timeline will allow the new person to sit in as an observer but she/he must be sworn in prior to any voting rights associated with our Board.

Since we are in the midst of the recruitment/hiring of a new Chief of Police, the current community representative (as a sworn member of the Board) should retain this status to fully vote and participate at our December Board meeting where it is quite possible that we shall require a vote to endorse this hire. This is especially important as this same current community representative is a bona fide member of the Selection Committee.

Our current Vice Chair has been waiting since the spring of 2018 for reappointment and we therefore require a quorum of people at the December Board meeting, each of whom are very familiar with the business of the Board.

Your attention to this matter is very much appreciated.

Yours truly,

A handwritten signature in black ink, appearing to be "D. De..." with a long horizontal line extending to the right.

Chair, Guelph Police Services Board

# Staff Report



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To **City Council**

Service Area Corporate Services

Date Monday, December 10, 2018

Subject **2018-2022 Council Appointments**

Report Number CS-2018-67

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## Recommendation

1. That the 2018-2022 Council appointments be conducted according to the procedures set out in ATT-1 – Striking Committee – Council Appointment Procedure.
2. That City Clerk’s Office staff report back to Council with a Striking Committee Policy prior to future Council appointments.

## Audit

3. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Audit Services chair for a term ending November 15, 2020.
4. That Councillor \_\_\_\_\_ be appointed Committee of the Whole Audit Services vice-chair for a term ending November 15, 2020.

## Corporate Services

5. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Corporate Services chair for a term ending November 15, 2020.
6. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Corporate Services vice-chair for a term ending November 15, 2020.

## Infrastructure, Development and Enterprise

7. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Infrastructure, Development and Enterprise Services chair for a term ending November 15, 2020.

8. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Infrastructure, Development and Enterprise Services vice-chair for a term ending November 15, 2020.

### **Public Services**

9. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Public Services chair for a term ending November 15, 2020.
10. That Councillor \_\_\_\_\_ be appointed as Committee of the Whole Public Services vice-chair for a term ending November 15, 2020.

### **Art Gallery of Guelph Board of Trustees** (one Council member; up to term of Council)

11. That Councillor \_\_\_\_\_ be appointed to the Art Gallery of Guelph Board of Trustees for a term ending November 15, 2022.

### **Board of Trustees of The Elliott** (Mayor or designate; three year term)

12. That \_\_\_\_\_ be appointed to the Board of Trustees of The Elliott for a term ending November 15, 2021.

### **Downtown Guelph Business Association Board of Management** (one Council member from Ward 1; one Council member from another Ward; term of Council)

13. That Councillors \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Downtown Guelph Business Association Board of Management for a term ending November 15, 2022.

### **Grand River Conservation Authority** (two Council members; up to term of Council)

14. That Councillors \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Grand River Conservation Authority for a term ending November 15, 2022.

### **Guelph Police Services Board** (Mayor or designate and one Council member; up to term of Council)

15. That \_\_\_\_\_ and Councillor \_\_\_\_\_ be appointed to the Guelph Police Services Board for a term ending November 15, 2022.

### **Guelph Public Library Board** (one Council member; term of Council)

16. That Councillor \_\_\_\_\_ be appointed to the Guelph Public Library Board for a term ending November 15, 2022.

### **Well Interference Committee** (three Council members; up to term of Council)

17. That Councillors \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Well Interference Committee for a term ending November 15, 2022.

**Wellington-Dufferin-Guelph Public Health Board of Health** (three members that may be public members or Council members; up to term of Council)

18. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be appointed to the Wellington-Dufferin-Guelph Public Health Board of Health for a term ending November 15, 2022.

## **Executive Summary**

### **Purpose of Report**

To appoint members of Council to various committees, local boards, agencies, commissions and associations and to appoint Committee of the Whole Service Area chairs and vice-chairs.

### **Key Findings**

As stipulated in the City's Procedural By-law, appointments of members of Council shall be made to committees, local boards, agencies, commissions and associations and Committee of the Whole Service Area chairs and vice-chairs.

### **Financial Implications**

None

## **Report**

### **Background – Striking Committee Council Appointment Process**

The Striking Committee is a special Council meeting for the purpose of appointing members of Council to various committees, local boards, agencies, commissions and associations and to appoint Committee of the Whole Service Area chairs and vice-chairs.

### **Current Appointment Process**

Members of Council provide their appointment preferences, in advance of the Striking Committee, to the City Clerk who prepares a report to Council.

### **Staff Report CS-2017-87 – Striking Committee Policy**

At the December 17, 2017 Council meeting, Council was provided with report CS-2017-87, titled Striking Committee Policy, which proposed a formal procedure to govern the Council appointment process. Given that there were no anticipated meetings of the Striking Committee for the remainder of the 2014-2018 term of Council, staff recommended that any revisions to Striking Committee Policy or procedures be considered at the time the One-year Committee of the Whole review was completed in the second quarter of 2018.

At the December 17, 2017 meeting, Council approved the following recommendation:

That any updates in policies or process regarding the Striking Committee Policy - Councillor Appointments be considered at the time the Committee of the Whole review is provided in Q2, 2018.

At the June 25, 2018 meeting, Council approved the Committee of the Whole governance structure as outlined in staff report CS-2018-39, titled Committee of the Whole One-year Review.

Staff are recommending that the 2018-2022 Council appointments proceed according to the procedures set out in ATT-1 – Striking Committee – Council Appointment Procedure, and that a staff report, including a formal policy and procedure, which includes any lessons learned from the 2018-2022 Council appointment process, be brought to Council prior to any future Council appointments.

## **Appointments**

The terms of office for each committees, local boards, agencies, commissions and associations have been recommended based upon applicable legislation, by-laws or policies as noted below.

### **Art Gallery of Guelph Board of Trustees**

Meetings: twice a year (May/June and October/November).

The term of office is set as up to the full term of Council as per the Art Gallery of Guelph Act, 2014.

This board governs the affairs of the Art Gallery of Guelph with regard to its mission, policy, financial management, facilities and governance. The liaison for this board is the General Manager of Culture, Tourism and Community Investment.

### **The Elliott Board of Trustees**

Meetings: the last Thursday of the month (except July and August) at 6:00 p.m.

The term of office is set at three years as per The Elliott Act, 2002.

This board provides strategic direction, evaluation of The Elliott Community's financial and performance reports and supports the organization toward achieving its goals. Trustees are also required to advise and ensure legislative compliance of the organization and their reporting procedures. The liaison for this board is the Chief Executive Officer of The Elliott Community.

### **Downtown Guelph Business Association Board of Management**

Meetings: the third Tuesday of the month at 5:00 p.m.

The term of office is set as the term of Council as per By-law (2014)-19694.

This board ensures that downtown is a vibrant urban center for the community and remains the Community's civic, cultural, social and economic center. It also improves business through the creation of a unique environment downtown and the promotion and advertising of the varied businesses. The liaison is the Executive Director, Downtown Guelph Business Association.



### **Grand River Conservation Authority**

Meetings: the morning of the first Friday of the month.

The term of office is set as up to four years as per Grand River Conservation Authority By-law 01-2018.

This authority establishes and undertakes, in the area over which it has jurisdiction, a program designed to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals. The liaison is the Secretary Treasurer of the Grand River Conservation Authority.

### **Guelph Police Services Board**

Meetings: the third Thursday of the month at 1:00 p.m. for closed meetings and 2:30 p.m. for open meetings (no meetings in August; various special meetings as required).

The term of office is set as up to the full term of Council as per the Police Services Act, 1990.

This board governs the municipal police services and is responsible for overseeing the budget, setting policy and other administrative tasks. Applicants should be able to commit a minimum of 20 hours per month to board duties. Experience in policy making and budgeting, contract negotiation, volunteer work in community organizations, good written and verbal communication skills and previous experience on boards or committees would be considered assets. The liaison is the Executive Assistant, Guelph Police Services Board.

### **Guelph Public Library Board of Directors**

Meetings: the third Tuesday of the month (except July and August) at 5:30 p.m.

The term of office is set as the term of Council as per the Public Libraries Act, 1990.

This board seeks to provide, in co-operation with other boards, a comprehensive and efficient public library service that reflects the community's unique needs. The liaison for this board is the library's Chief Executive Officer.

### **Well Interference Committee**

Meetings: as required upon receipt of a well interference appeal.

The term of office is subject to Council's discretion up to the term of Council.

This Committee shall review any received appeals of a well interference complaint and determine a course of action. The liaison is the General Manager of Environmental Services.

## **Wellington-Dufferin-Guelph Public Health Board of Health**

Meetings: the first Wednesday of the month (except July and August) at 4:00 p.m. or at call of the chair. The January 2019 meeting will take place on Friday, January 11 at 1:00 p.m.

The term of office is up to the term of Council as per the Health Protection and Promotions Act, 1990.

This board superintends, provides or ensures the provision of communicable disease control, community sanitation, preventative dentistry, family health, nutrition, health education as regulated by the Health Protection and Promotion Act, 1983, Section 106; the Immunization of School Pupils Act, 1982 all sections; the Health Insurance Act, Regulation 452, Section 44; the Child and Family Services Act, 1984, Section 7 and the Environmental Protection Act, Part VII.

The Health Unit reports to the applicable Minister for operational issues. The board reports to the appropriate Minister for all cost-shared programs and member municipalities.

The Wellington-Dufferin-Guelph Public Health Board of Health has requested that preference be given to candidates with one or more of the following skill sets: finance and accounting, risk management or human resources.

The liaison is the Executive Assistant of Wellington-Dufferin-Guelph Public Health.

Please note that all meeting times and days are subject to change.

## **Financial Implications**

None.

## **Corporate Administrative Plan**

### **Overarching Goals**

Service Excellence

### **Service Area Operational Work Plans**

Our Services - Municipal services that make lives better

Our People - Building a great community together

## **Attachments**

ATT-1 Striking Committee – Council Appointment Procedure

## **Departmental Approval**

Dylan McMahon, Manager, Legislative Services/Deputy City Clerk

## Report Author

Dolores Black, Council and Committee Coordinator  
Donna Tremblay, Council and Committee Coordinator



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**Striking Committee – Council Appointment Procedure**

The City Clerk, or designate, shall be responsible for interpreting and where appropriate, facilitating the Striking Committee appointment process. The City Clerk has the authority to make minor technical amendments to this procedure as may be required from time to time.

1. At the Striking Committee meeting, the following shall take place:
  - a) The chair shall make a short statement of the purpose of the meeting and the general order of proceedings to be followed.
  - b) The chair shall introduce the specific appointment being considered and indicate the number of candidates for the position.
  - c) The chair shall afford each of the candidates the opportunity to address Council for a period of not more than two minutes to say a few words regarding why they are seeking appointment. The order of speaking will be determined by alphabetic order of last name.
  - d) Each Member of Council not being considered for the particular appointment will be allowed no more than one question to each candidate.
  - e) If more than one candidate is seeking appointment, upon hearing all of the submissions of the candidates, Council will proceed to vote as follows:
    - i. Members of Council will vote by way of public vote.
    - ii. Members of Council will only vote for one candidate.
    - iii. A separate vote, by a raise of hands, will be taken for each candidate, in alphabetic order of last name.
    - iv. If a candidate in the first round of voting has received a majority of the votes, no further votes will take place for the remaining candidates.
    - v. If, after one round of voting, no candidate has received a majority of the votes, the candidate or candidates who received the fewest number of votes shall be excluded from consideration.
    - vi. Voting will continue in rounds, more than once if necessary, until one candidate has received the majority of votes.

- vii. Once the voting has been completed and there is a candidate with a majority of votes, the chair will ask for a motion to appoint the candidate and the vote will be recorded.
- f) If there is only one candidate placing their name forward to fill the position, the following process will be followed:
- i. The chair shall afford the candidate the opportunity to address Council for a period of not more than two minutes to say a few words regarding why they are seeking appointment.
  - ii. Each Member of Council not being considered for the particular appointment will be allowed no more than one question to the candidate.
  - iii. The chair will ask for a motion from the floor to appoint the candidate and the vote will be recorded.
  - iv. If the motion is carried, the position will be filled.
  - v. If the motion is defeated, the chair will entertain further motions from the floor until a successful candidate is appointed.