



Staff Report

Report To: Council Meeting
From: Jana Nethercott, Clerk
Date: 2023-01-12
Subject: Advisory Committees

Recommendation:

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Advisory Committees; and

That West Elgin Council hereby directs staff to _____.

Purpose:

The purpose of this report is to seek Council direction on a call for members of two Advisory Committees: Economic Development Advisory Committee and Recreation Advisory Committee.

Background:

The role of an Advisory Committee is to provide recommendations, advise and information to Municipal Council on specialized matters which relate to the purpose of the Advisory Committee, to facilitate public input into Municipal Council on programs, provide ideas and to assist in enhancing the quality of life for the community of West Elgin. West Elgin Council has two advisory committees, Economic Development and Recreation.

As per the West Elgin Advisory Committee Policy at the start of each term of Council the Clerk shall contact all existing members of the advisory committees to see if they have an interest in continuing on the committee, as long as they still meet the terms of appointment (not being on the committee for more than 2 consecutive terms).

As the Economic Development Committee hasn't been active since February of 2020 and none of the previous members have been made aware of the Advisory Committee Policy, therefore staff are recommending that a full review of this Committees Terms of Reference, work plans and membership be done with the appointed Council members, staff support and County Economic Development support prior to putting a call out for applications to committees.

West Elgin Recreation Committee has met regularly up to June 15, 2022. The majority of this committee has served less than 2 terms of Council and therefore, if they wish to stay on can, however there is one member who will need to be replaced. Staff have contacted the three community members who can return to gauge their interest and have received responses from 2, that they are willing to return. Once the outstanding response has been received, pending different direction of Council, the call for applications will be done as per the attached Advisory Committee Policy. The Recreation Committee had been working on a draft term of reference for Council's

approval and that will still need to be completed as soon as possible within the term of this committee.

Staff are seeing direction Councils direction with regards to proceeding with the Economic Development Committee and to proceed with the procedure as per the Advisory Committee Policy for the Recreation Committee.

Policies/Legislation:

Council Policy 2020-08 – Advisory Committee Policy