

# Staff Report



Corporate Services Department

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**REPORT TO:** Committee of the Whole

**DATE OF MEETING:** January 20, 2025

**SUBMITTED BY:** Dianna Saunderson, Manager, Council and Committee Services /  
Deputy Clerk, 519-904-1410

**PREPARED BY:** Dianna Saunderson, Manager, Council and Committee Services /  
Deputy Clerk, 519-904-1410

**WARD(S) INVOLVED:** All

**DATE OF REPORT:** December 19, 2024

**REPORT NO.:** COR-2025-030

**SUBJECT:** 2025-2026 Committee Appointment – Committee of Adjustment

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## RECOMMENDATION:

**That effective immediately Maria Melo be appointed to the Committee of Adjustment for the term ending November 14, 2026, or until a successor is appointed, as outlined in Corporate Service Department report COR-2025-030.**

## REPORT HIGHLIGHTS:

- The purpose of this report is to appoint new members to the Committee of Adjustment, due to the resignation of a previously appointed member.
- This report supports the delivery of core services.

## BACKGROUND:

On December 16, 2024, Council appointed citizens and members of Council to various advisory committees, boards, and special committees for the current term ending November 14, 2026.

Following the appointment meeting Neha Garg advised that they would not be able to fulfill their duties on the Committee and resigned.

## REPORT:

The candidates that most recently applied for Committee of Adjustment during the recruitment process, which were not recommended for appointment, were forwarded back to the Nominating Committee for further review and consideration. The recommendation as outlined in this report has been provided by the Nominating Committee for Council's consideration.

Maria Melo was contacted to confirm her interest in participating on the Committee. It should be noted that she was initially appointed to the Arts and Culture Advisory Committee (ACAC) and unfortunately due to the scheduling of the Committee's, resignation from ACAC was required to be able to fulfill the Committee of Adjustment appointment.

In accordance with the Appointments to Boards and Committees Policy (GOV-BOA-063) the member will be appointed for the current term, ending November 14, 2026, or until a successor is appointed.

**STRATEGIC PLAN ALIGNMENT:**

This report supports the delivery of core services.

**FINANCIAL IMPLICATIONS:**

Capital Budget – The recommendation has no impact on the Capital Budget.

Operating Budget – The recommendation has no impact on the Operating Budget.

**COMMUNITY ENGAGEMENT:**

INFORM – This report has been posted to the City’s website with the agenda in advance of the council / committee meeting.

CONSULT – The Nominating Committee was consulted when considering applications to fill the vacancies.

**PREVIOUS REPORTS/AUTHORITIES:**

There are no previous reports/authorities related to this matter.

**APPROVED BY: Victoria Raab, General Manager, Corporate Services**