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**REPORT TO:** Committee of the Whole

**DATE OF MEETING:** December 13, 2021

**SUBMITTED BY:** Christine Tarling, Director of Legislative Services/City Clerk, 519-741-2200 ext. 7809

**PREPARED BY:** Christine Tarling, Director of Legislative Services/City Clerk, 519-741-2200 ext. 7809

**WARD(S) INVOLVED:** All Wards

**DATE OF REPORT:** December 6, 2021

**REPORT NO.:** COR-2021-36

**SUBJECT:** Appointments to the Property Standards Committee and the Board for Centre in the Square

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## **RECOMMENDATION:**

That Kimmy Adams be approved as a mid-term appointment for the Property Standards Committee for the term of December 1, 2021 to November 14, 2022, as outlined in staff report COR-2021-36; and,

That Emily Durst, Megan Hall, and Alan Rego be approved for their first terms on the Board of Directors for the Centre in the Square for the term indicated in Appendix A, as attached to staff report COR-2021-36; and finally,

That the second term of Mary Dever be approved for the Board of Directors for the Centre in the Square for the term indicated in Appendix A, as attached to staff report COR-2021-36.

## **REPORT HIGHLIGHTS:**

- The purpose of this report is to appoint citizens for vacancies on one quasi-judicial committee and the Centre in the Square Board.
- The financial implications are none.
- Community engagement included posting this report online.
- Selections of Nominating Committee were made with diversity as a key factor.
- This report supports the delivery of core services.

## **BACKGROUND:**

For mid-term vacancies, the selection process is for staff to reach out to applicants who had previously applied but who had not been appointed, as well as to accept new applications if any have been received. Staff determine the eligibility of all applicants and once their eligibility is confirmed, their names are put forward for consideration. If there are more applications than vacancies, the applications are forwarded to the Nominating Committee to make a recommendation for Council's decision. If there are not, the Director of Legislated Services/City Clerk makes a recommendation directly to Council.

The City advertises and accepts applications for boards such as the Centre in the Square (CITS) but CITS is responsible for selecting its own candidates for Council's approval and so its applications not considered by the Nominating Committee for recommendation.

## **REPORT:**

### **Property Standards Committee**

A member of this committee has submitted their resignation so staff revisited the applicants from the 2020 recruitment process to see if any unassigned applicants were still interested and able to serve. Of the 4 applicants who were contacted, only two replied. Both applications were presented to the Nominating Committee for consideration and the unanimous recommendation from the Nominating Committee was Kimmy Adams.

The other applicant not selected by the Nominating Committee will remain on file in the event there is another vacancy for this particular committee or any other committee for which the applicant has indicated an interest.

### **Centre in the Square**

CITS has four (4) vacancies for which they are recruiting. The Board is recommending the vacancies be filled as follows:

- Emily Durst (first-time appointee);
- Megan Hall (first-time appointee);
- Alan Rego (first-time appointee); and,
- Mary Dever (second term appointee).

CITS also has a remaining vacancy which they hope to fill in the near future.

## **STRATEGIC PLAN ALIGNMENT:**

This report supports the delivery of core services.

## **FINANCIAL IMPLICATIONS:**

None.

## **COMMUNITY ENGAGEMENT:**

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

## **PREVIOUS REPORTS/AUTHORITIES:**

- COR-20-016 – Nominating Committee – Citizen Appointments to Advisory/Quasi-judicial Committees and Boards (2020-2022)

**APPROVED BY:** Dan Chapman, Chief Administrative Officer

## **ATTACHMENTS:**

- Appendix A – Letter from Centre in the Square



November 17, 2021

City of Kitchener Council

Dear Council Members,

The Centre In The Square (CITS) Board passed a motion November 17, 2021, to recommend to the City of Kitchener Council the appointment of Emily Durst, Megan Hall, and Alan Rego for their first terms on the CITS Board of Directors starting January 1, 2022.

These three recommended board appointees will replace Jana Gordon, Emmanuel Patterson, and Elizabeth Sproule who are finishing their second term on the board.

We would also like to recommend the renewal of Mary Dever for her second term.

One of our board members, Amina Gilani, will be leaving the board at the end of her first term, December 31, 2021. The board will recommend a candidate to fill this vacancy as soon as possible.

If you require any additional information, please do not hesitate to contact me.

Best regards,

Elizabeth Sproule  
Chair of the Board