

Staff Report

Corporate Services Department



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REPORT TO: Committee of the Whole

DATE OF MEETING: April 8, 2024

SUBMITTED BY: Amanda Fusco, Director, Legislated Services and City Clerk, 519-741-2200 ext. 7809

PREPARED BY: Amanda Fusco, Director, Legislated Services and City Clerk, 519-741-2200 ext. 7809

WARD(S) INVOLVED: All

DATE OF REPORT: March 22, 2024

REPORT NO.: COR-2024-152

SUBJECT: 2024 Committee Member Appointments – Downtown Advisory Committee

RECOMMENDATION:

That effective immediately Aminka Belvitt, Jennifer Birnstihl and Grant Eveleigh be appointed to the Downtown Advisory Committee for the term ending November 14, 2024.

REPORT HIGHLIGHTS:

- The purpose of this report is to appoint new members to the Downtown Advisory Committee due to the resignation of previously appointed members.
- This report supports the delivery of core services.

BACKGROUND:

On November 16, 2022, Council appointed citizens and members of Council to various advisory committees, boards, and special committees for the current term. At the Striking Committee meeting, eight individuals were appointed to the Downtown Action Advisory Committee. In November 2023 a new Terms of Reference for the Downtown Advisory Committee was approved by Council revising the composition to a minimum of 7 city residents, at large, as opposed to specific sector criteria previously. On December 22, 2022 and October 26, 2023 Graham Trusler and Izabella Wylie, resigned from the Committee and staff opted not to fill the vacancies at the time due to the pending Terms of Reference review. On January 10, 2024, staff were notified that Ben Campbell resigned from the Committee and on February 26, 2024 Jeanette Makad resigned leaving the Committee only 4 remaining citizen members.

*** This information is available in accessible formats upon request. ***
Please call 519-741-2345 or TTY 1-866-969-9994 for assistance.

REPORT:

From March 4, 2024 to March 17, 2024, the City of Kitchener reopened recruitment for the Downtown Advisory Committee due to the mid-term vacancies, and corresponding need for additional membership. A total of 9 applications were received, and in accordance with the eligibility review arising from GOV-BOA-063 (Appointments to Boards and Committee) 7 candidate applications were then considered on March 22, 2024 by the Nominating Committee. The Nominating Committee recommended the following members for appointment to ensure the continued functioning of the Downtown Advisory Committee:

Aminka Belvitt,
Jennifer Birnstihl
Grant Eveleigh

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.

COLLABORATE – The Downtown Development Assistant and Committee Administrator for the Committee collaborated on the report and recommendation.

PREVIOUS REPORTS/AUTHORITIES:

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

APPROVED BY: Victoria Raab, General Manager, Corporate Services

ATTACHMENTS:

None.