



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Rachel Anstett, Human Resources Coordinator**
Date: August 12 2019
Report: HR Report 06.2019
Subject: Selection Panel and Committee Recruitment

Recommendations:

That South Huron Council receives the report of Rachel Anstett, Human Resources Coordinator regarding Selection Panel and Committee Recruitment; and

That South Huron Council appoint one (1) elected official to sit on the Climate Change Adaptation Advisory Committee as follows:

_____ ; and

That South Huron Council appoint two (2) elected officials to sit on the selection panel for recruitment of public members to the Climate Change Adaptation Advisory Committee as follows:

_____ and _____ ; and

That South Huron Council approve the South Huron Selection Committee to accept applications and select candidates from outside of the Municipality of South Huron if qualified candidates are not found within the Municipality; and

That South Huron Council appoint one (2) elected officials to sit on the Age Friendly Community Steering Committee as follows:

_____ and _____ ; and

That South Huron Council appoint two (2) elected officials to sit on the selection panel for recruitment of public members to the Age Friendly Community Steering Committee as follows:

_____ and _____ .

Purpose:

Selection Panel and Committee Appointment and Approval

Background and Analysis:

Council and Committees are a key component to ensure public participation and public consultation. Committees play an important part in the corporate decision-making process by providing a means for staff and Council to receive the views and advice from citizen members on a variety of matters.

As part of the process outlined in South Huron's Committee Recruitment Policy (C12-Appointments to Boards and Committees - C03-2019), "Each committee shall have a selection panel. The selection panel will be comprised of two members of Council that are not appointed to the committee, and the CAO or designate. Human Resources or designate will bring a report to Council to appoint two members of Council to the selection panel for the respective committee. The established selection panel will serve for the term of Council".

As outlined in the Climate Change Advisory Committee Terms of Reference, the purpose of the Climate Change Adaptation Advisory Committee (hereafter referred to as 'the Committee') is to advise Council, Administration and Consultant/Project Management Team on specific matters as they pertain to the Municipality's Climate Change Adaptation Plan.

The Committee will provide Council and stakeholders with knowledge and recommendations pertaining to the Climate Change Adaption Plan. The Committee will share opinions and perspectives and offer collective advice to staff and Consultants/Project Management Team. The Committee's input, along with broad public consultation, will enable a planning process that is open, transparent and meaningful to the community.

The Climate Change Adaptation Advisory Committee shall consist of a maximum of six (6) voting members including the following composition.

- One (1) member from South Huron Council
- Up to two (2) representatives from agencies/organizations:
 - One representative from the Conservation Authority; and
 - One representative from the Huron County Health Unit.
- Up to three (3) external representatives:

- Two industry members (agriculture, commercial, industrial, manufacturing, retail and development); and
- One (1) citizen member.

Due to the expertise required for this Committee, should the South Huron Selection Committee not receive the applicants they are seeking within South Huron, they will begin to accept applications and select candidates from outside of the Municipality of South Huron.

Additionally, as outlined in the Age Friendly Community Steering Committee Terms of Reference, The purpose of South Huron Age Friendly Committee is to provide Council with recommendations on matters regarding policies, services and structures related to the physical and social environments are designed to support and enable older people to live in a secure environment, enjoy good health and continue to participate fully in the community.

The Committee will actively assist Council by fostering and promoting the Age Friendly Community Plan to achieve the vision of:

- An inclusive and caring community that respects and values seniors;
- A full range of services and facilities that meet the needs of seniors and all members of the community; and
- Seniors enjoying a balanced, active and engaged lifestyle in South Huron.

The Committee will be composed of seven (7) voting members, consisting of:

- Five (5) members of the public representing stakeholders in the community to be appointed by South Huron Council.
 - Solicitation for public members and the appointment of members to the Committee shall be advertised in a similar manner to all other Council appointed advisory committees in the Municipality; and
- Two (2) members from South Huron Council as appointed by Council.

The Council shall appoint all Committee members by By-law and the term of appointment shall be concurrent with the four-year term of Council.

Operational Considerations:

There are no operational impacts as a result of the recommendations within this report.

South Huron's Strategic Plan:

Section 6.2.1 of the Municipality of South Huron 2015-2019 Strategic Plan Identifies key priorities and strategic directions. The following elements are impacted by this report:

- ✓ Transparent, Accountable, and Collaborative Governance
- ✓ Administrative Efficiency and Fiscal Responsibility
- ✓ Increased Communications and Municipal Leadership

Financial Impact:

There are no financial impacts as a result of the recommendations within this report.

Legal Impact:

There are no legal impacts as a result of the recommendations within this report.

Staffing Impact:

There are no staffing impacts as a result of the recommendations within this report.

Policies/Legislation:

Committee Recruitment Policy (C12-Appointments to Boards and Committees- 001-2019)

Consultation:

Stacey Jeffery, Climate Change Officer
Scott Currie, Manager of Community Services
Megan Goss, Acting Manager of Public Works

Related Documents:

Climate Change Advisory Committee Terms of Reference

Age Friendly Community Steering Committee Terms of Reference

Respectfully submitted,

Rachel Anstett, Human Resources Coordinator