

Staff Report

Report To: City Council
Report From: Staci Landry, Deputy Clerk
Meeting Date: December 18, 2023
Report Code: CR-23-120
Subject: 2024 Council Board and Committee Selections

Recommendations:

THAT in consideration of Staff Report CR-23-120 respecting 2024 Council Board and Committee Selections, City Council directs staff to bring forward the 2024 Board and Committee By-law to appoint Council members to serve on Boards and Committees with terms effective February 1, 2024.

Highlights:

- Councillors will make committee selections at this meeting with terms beginning February 1.
- Councillors who are on Boards for multiple years may pass on a round of selections during the selection process.
- Selection changes required due to scheduling conflicts can be made by notifying the Deputy Clerk by January 3.
- The by-law to formalize the committee appointments will be presented at the January 15 Council meeting.

Strategic Plan Alignment:

This report supports the delivery of Core Service.

Climate and Environmental Implications:

There are no anticipated climate or environmental impacts.

Previous Report/Authority:

[Board and Committee By-law](#)

Council Seating and Board & Committee Selection Policy

[Report CR-23-072 – 2024 Board and Committee By-law Housekeeping](#)

Background:

In accordance with Policy No. CrS-C37 (Attachment 1), City Council will make selections for seating arrangements and Board and Committee representation which will be effective February 1, 2024, and expire on January 31, 2025. To divide appointments more evenly, Councillors who are on Boards or Committees for multiple years can pass on a round of selections during the selection process.

The 2024 Board and Committee Selection Sheet (Attachment 2) outlines the vacancies available.

The 2024 Council and Committee Meeting Calendar (Attachment 3) has also been attached for ease of reference. The Community Organizations that Council members may be appointed to are not included in the calendar. Their meeting dates and times are noted below:

Community Organization	Day	Time
Bruce Grey Poverty Task Force	3 rd Friday of each month	10:00 a.m.
Community Safety and Well-Being Committee	1 st Friday of the month, quarterly (March, June, September, December)	1:00 p.m.
Owen Sound Fund Committee	4-6 times per year at the call of the Chair	Call of the Chair

Analysis:

As per the Board and Committee By-law, the following Councillors are currently appointed to the following Boards and Committees for an ongoing term:

Councillor	Board/Committee	Term Expiry
Deputy Mayor Greig	Grey Sauble Conservation Authority Board	November 14, 2026
	Strategic Planning Ad Hoc Committee	January 31, 2026
Councillor Dodd	River District Board of Management	November 14, 2026
Councillor Farmer	Grey Sauble Conservation Authority Board	November 14, 2026
Councillor Koepke	Owen Sound & North Grey Union Public Library Board	November 14, 2026
	Strategic Planning Ad Hoc Committee	January 31, 2026
Councillor Kukreja	Owen Sound Police Services Board	January 31, 2025
	River District Board of Management	November 14, 2026
	Strategic Planning Ad Hoc Committee	January 31, 2026

Due to these ongoing appointments, the following Councillors have the following number of passes during the selection process should they wish to use them:

Councillor	Number of Passes
Deputy Mayor Greig	2
Councillor Dodd	1
Councillor Farmer	1
Councillor Koepke	2
Councillor Kukreja	3

If there are scheduling conflicts and Council members need to make changes to their Board and Committee selections, the Deputy Clerk needs to be advised of any changes by 4:30 p.m. on January 3, 2023.

At the first meeting of each committee following the new appointments, there will be an election of the Chairs and Vice-Chairs. As per the Board and Committee By-law, Chairs and Vice-Chairs of Standing Committees are members of Council. A Council member can serve as Chair for no more than two (2) years consecutively, and at the end of the second year, the Council member shall not be eligible to serve as Chair for that committee for one (1) year. A Council member is also prohibited from serving as the Chair or Vice-Chair of a City committee where they are a family member of the committee's staff liaison.

Financial Implications:

None.

Communication Strategy:

Each committee's staff liaison and recording secretary will be advised of the Council appointments, and meeting invites will be sent out for all scheduled meetings. The Board and Committee By-law will be available on the City's website.

Consultation:

None.

Attachments:

1. Policy No. CrS-C37 – Council Seating and Board & Committee Selection
2. 2024 Board and Committee Selection Sheet
3. 2024 Council and Committee Meeting Calendar

Recommended by:

Staci Landry, Deputy Clerk
Briana Bloomfield, City Clerk
Kate Allan, Director of Corporate Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Staci Landry, Deputy Clerk at slandry@owensound.ca or 519-376-4440 ext. 1235.