

MANAGEMENT REPORT

Date: November 12, 2024
To: Mayor and Council
From: Vicky Trotter, Council Committee Coordinator
Report Number: COU24-127
Attachments: None

Title: Appointment of Youth Representative to the Ad-Hoc Grand Trunk Renewal Committee

Objective: To consider the appointment of a youth representative to the Ad-Hoc Grand Trunk Renewal Committee.

Background: The main purpose of the Ad-Hoc Grand Trunk Renewal Committee is to provide support and a forum for input and exchange of ideas on the renewal of the Grand Trunk building.

The Committee:

- supports the Grand Trunk Master Plan adopted by City Council;
- acts as a sounding board to the City on matters dealing with the renewal of the Grand Trunk building, including building designs and architectural plans;
- identifies fundraising opportunities and support fundraising initiatives;
- advises and assist with the development of a public engagement program and promote the activities of the Grand Trunk renewal;
- liaises with other committees or organizations with overlapping roles and responsibilities.

The Ad-Hoc Grand Trunk Renewal Committee is comprised of members, as follows:

Council:

- Mayor and/or designate of the Mayor

Public:

- 1 Citizen-at-Large
- 1 Economic Development – e.g. BIA member, Chamber of Commerce representative, business owner, manufacturing

- 1 Development – e.g., construction or building industry
- 1 Accounting – accountant, financial planning
- 1 Stratford Lakeside Active Adults Association member
- 1 Youth – e.g. aged 13-25
- Education – e.g. Teacher, principal, professor, director
- 1 Theatre – community or professional theatre
- 1 Design – e.g. architect, engineer
- 1 Legal – e.g. lawyer, insurance
- 1 Land use planning – e.g. planner

Staff:

- 1 Chief Administrative Officer (non-voting)
- 1 Corporate Initiatives Lead (non-voting)
- 1 Director of Community Services and/or Designate (non-voting)
- 1 Recording Secretary (non-voting)

In April of 2024, the youth representative position became vacant following a resignation and the City has been working to fill this position since.

Analysis: City Council, when making appointments and reappointments to City advisory and ad-hoc committees, boards, outside boards and agencies, local boards and joint boards, may take into consideration at their sole discretion, the following factors, including but not limited to:

- Experience and/or skill set of an applicant or member that may help to guide the work of the committee or board;
- Awareness of the community and local issues on the agenda by an applicant or member;
- Degree of project knowledge a member has acquired while on the committee or board, where retention of such project knowledge would be of assistance in the completion of the project;
- Number of applications received for the vacant position(s) on a committee or board;
- Years of service on the committee or board [for citizens applying for reappointment to the same committee or board];
- Attendance at committee or board meetings [for citizens applying for reappointment to the same committee or board].

Appointments

The available position for the Ad-Hoc Grand Trunk Renewal Committee is the youth representative.

Following recruitment for the available position, the City received applications from the following persons:

- Ryen Ropp-Robinson
- Zachary Schultz

Policy C.3.1, Council Appointed Advisory Committees, states that, “a youth representative appointed to a City of Stratford Board or Committee be a minimum age of 14 years old, that they be a citizen of Stratford.” Should Council wish to appoint Ryen Ropp-Robinson to the Ad-Hoc Grand Trunk Renewal Committee an exemption to the citizen of Stratford requirement in Policy C.3.1 must be granted.

All citizens appointed to the City’s advisory committees and local boards (as applicable) will be required to complete training to be coordinated through the City. Training will focus on accessibility, governance, and the Code of Conduct.

Financial Implications:

Financial impact to current year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards is included in the annual budget. There are no anticipated financial implications from this report.

Financial impact on future year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards is included in the annual budget. There are no anticipated financial implications from this report.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as the purpose is to consider appointments to an ad-hoc committee.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Equity and Local Economy

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

Culture and Community

Nurturing local identity and heritage, empowering communities and promoting a culture of sustainable living.

Staff Recommendation: THAT direction be given on the appointment of a youth representative to the Ad-Hoc Grand Trunk Renewal Committee to September 30, 2025 or until a successor is appointed.

Prepared by:

Vicky Trotter, Council Committee Coordinator

Recommended by:

Karmen Krueger, CPA, CA, Director of Corporate Services

Joan Thomson, Chief Administrative Officer