



MANAGEMENT REPORT

Date: November 12, 2024
To: Mayor and Council
From: Vicky Trotter, Council Committee Coordinator
Report Number: COU24-134
Attachments: None

Title: Appointments to the Energy and Environment Advisory Committee

Objective: To consider appointments to the Energy and Environment Advisory Committee.

Background: The main purpose of the Energy and Environment Committee (E&E) is to study all matters coming to its attention which might have any effect on the environment, particularly the environment of the City of Stratford and its surroundings. The Committee's principal goal will be to improve the environment and advocate for energy efficiency across the entire municipal spectrum. The Committee strives to maintain Stratford's reputation as a community of environmental excellence. The Committee shall be advisory in nature and shall advise City Council of environmental matters and may from time to time make such recommendations to Stratford City Council concerning the environment as it deems advisable.

E&E is comprised of 13 members as follows:

Representative / Organization	Number of Members
Council member	2
Citizens-at large	7
A representative of Civic Beautification and Environmental Awareness	1
A representative of the Avon River Environment Association (AREA)	1
Youth representative (one-year term)	1
A representative of Climate Momentum	1

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

For the E&E Committee the following positions are available:

- Four (4) citizens
- One (1) Civic Beautification and Environmental Awareness (CBEAC) representative
- One (1) Avon River Environmental Association (AREA) representative

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

- Citizen Positions:
 - Anna Stratton
 - Julia Schneider
 - Ken Clarke – year first appointed 2023
- CBEAC Representative:
 - Vanni Azzano – year first appointed 2016
- AREA Representative:
 - Craig Merkley – year first appointed 2011

Policy C.3.1 states “No one may serve on an advisory committee for more than 3 consecutive two-year terms, plus if applicable, one preceding partial term in those cases where committee members are initially appointed mid-term to fill a vacancy.” Should Council wish to appoint Vanni Azzano and Craig Merkley to the E&E Committee an exemption to the policy will be required. The remaining applications were complete and met all requirements.

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.

Staff can begin recruitment for the vacant position following direction of Council with respect to appointments. Alternatively, the total composition of the E&E Committee can be amended to ensure an odd number of members appointed. Staff do not recommend increasing the number of members appointed due to the size of the committee presently.

Financial Implications:

Financial impact to current year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards are included in the annual budget.

Financial impact on future year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards are included in the annual budget.

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 advisory committee.

Alignment with One Planet Principles:

Health and Happiness

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

Land and Nature

Protecting and restoring land for the benefit of people and wildlife.

Zero Carbon Energy

Making buildings and manufacturing energy efficient and supplying all energy with renewables.

Staff Recommendation: THAT direction be given on the appointment of citizen representatives to the Energy and Environment Advisory Committee to November 14, 2026, or until a successor is appointed by Council;

THAT direction be given on the appointment of a Civic Beautification and Environmental Awareness Representative to the Energy and Environment Advisory Committee to November 14, 2026, or until a successor is appointed by Council;

THAT direction be given on the appointment of an Avon River Environment Association representative the Energy and Environment Advisory Committee to November 14, 2026, or until a successor is appointed by Council.

Prepared by: Vicky Trotter, Council Committee Coordinator

Recommended by: Karmen Krueger, CPA, CA, Director of Corporate Services
Joan Thomson, Chief Administrative Officer