

November 19, 2019

Appointments Committee Report #2019-11-12

REPORT TO: Mayor and Members
City Council

Your Appointments Committee submits the following recommendations from its meeting held on November 12, 2019

1. **Appointment of Members of Council to Various Committees, Boards, Advisory Committees and Task Forces – 2019-2020 Term**
 - A. THAT the appointment of Members of Council to various Committees, Boards and Task Forces for the 2019-2020 term of Council as outlined in Appendix “A” attached hereto BE APPROVED; and
 - B. THAT the necessary by-law BE PRESENTED to City Council for adoption; and
 - C. THAT the City Clerk, in collaboration with Mayor Davis and Councillor Carpenter, MAKE the necessary arrangements for Vic Prendergast to be recognized by City Council for his years of service as a City of Brantford appointee to the Grand River Conservation Authority Board of Directors; and
 - D. THAT the Major Sport Team Relations Task Force BE DISBANDED; and
 - E. THAT the composition of the First Nations Liaison Committee BE INCREASED from four Members of City Council to five Members of City Council; and
 - F. THAT the term for the Meeting Process Review Task Force to complete its mandate BE EXTENDED to April 30, 2020; and
 - G. THAT the term for the Municipal Accommodation Revenue Tool Task Force to complete its mandate BE EXTENDED to June 30, 2020; and
 - H. THAT the term for the Restoration of the Field Howitzer Cannon Working Group to complete its mandate BE EXTENDED to May 31, 2020; and
 - I. THAT the term for the Joint City/County Task Force to Explore Potential for a Joint Animal Control and Pound Services Program to complete its mandate BE EXTENDED to March 31, 2020.

2. Appointment of Member to the Downtown Brantford Business Improvement Area Board of Management

- A. THAT Barbara Rusnak BE APPOINTED to the Downtown Brantford Business Improvement Area Board of Management for a term to expire November 14, 2022; and
- B. THAT the necessary by-law BE PRESENTED to City Council for adoption.

Respectfully submitted,

Councillor Utley, Chair

Boards with Separate Corporate Existence

| Name of Board | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|------------------------------|---|--|--|--|--|
| Brant County Board of Health | <p>The Board of Health is the governing body of Brant County Health Unit whose authority is specified by the Health Protection and Promotion Act (HPPA). The board must superintend, provide or ensure the provision of public health programs and services as specified in the Ontario Public Health Standards; ensure compliance with all of the terms and conditions of the Ministry of Health Accountability Agreement (AA); and approve a budget sufficient to meet the requirements of the HPPA and AA. The Board provides governance direction to the administration and ensures the delivery of programs and services; organizational effectiveness through evaluation of the organizational and strategic planning; stakeholder relations and partnership building; research and evaluation; compliance with all applicable legislation and regulations; workforce issues including recruitment of MOH and senior executives; financial management including procurement policies and procedures; risk management; and compliance with all legal and statutory requirements.</p> <p><i>(Typically Meets on the 3rd Wednesday of the month at 9:30 a.m.)</i></p> | 3 City appointees (can be 3 Members of Council or a combination of Members of Council and citizen members) | <p>Mayor Davis</p> <p>Councillor Sless</p> <p>Councillor Van Tilborg</p> | <p>Mayor Davis</p> <p>Councillor Sless</p> <p>Councillor Van Tilborg</p> | <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> |

| Name of Board | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 and December 1, 2019 (see below) | Term to Expire |
|---|---|--|---|---|---|
| Grand River Conservation Authority Board of Directors | <p>Established under the <i>Conservation Authorities Act</i> to study and investigate the watershed and to determine a program whereby the natural resources of the watershed may be conserved, restored, developed and managed. The Board of Directors develops and implements programs, directly or with our partners, to improve water quality, reduce flood damages, maintain a reliable water supply, facilitate watershed planning, protect natural areas and biodiversity, and provide environmental education, etc.</p> <p><i>(Meets Nov. 22 and Dec. 13, 2019 and typically meets monthly on the 4th Friday at 9:30 a.m.)</i></p> | <p>2 City appointee (Can be Members of Council or a combination of Members of Council and citizen members)</p> <p>Note: Every member shall be a resident in a participating municipality in which the authority has jurisdiction</p> | <p>Councillor Carpenter</p> <p>Vic Prendergast (Citizen Appointee currently appointed for a term to expire November 30, 2019)</p> | <p>Councillor Carpenter (for a term to commence November 19, 2019)</p> <p>Mayor Davis (for a term to commence December 1, 2019)</p> | <p>November 14, 2020</p> <p>November 14, 2020</p> |

| Name of Board | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|---|--|---|---|---|---|
| John Noble Home Committee of Management | <p>Subject to the <i>Act</i> and subsections 1(b) and (c) of 2017 Agreement between the City of Brantford and the County of Brant , the Councils, acting jointly, hereby authorize, delegate to, and direct the Committee to exercise, fulfill, and execute all managerial powers, responsibilities and authority in respect of the Home, other than in respect of the duties, responsibilities and authority that have been specifically reserved to the Councils under the Agreement, or as required by the <i>Act</i> or the Regulations</p> <p><i>(Typically meets the 2nd Wednesday of the month at 1:00 p.m.)</i></p> | <p>4 Members of City Council appointed by City Council (which may include the City Mayor)</p> <p>3 Members of County Council appointed by County Council (which may include the County Mayor)</p> | <p>Mayor Davis</p> <p>Councillor Vanderstelt</p> <p>Councillor Carpenter</p> <p>Councillor McCreary</p> | <p>Mayor Davis</p> <p>Councillor Vanderstelt</p> <p>Councillor Carpenter</p> <p>Councillor McCreary</p> | <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> |

Boards and Advisory Committees Created under Chapter 26 of the City of Brantford Municipal Code

- *Appointments are made on an annual basis, with the exception of the Brantford Accessibility Advisory Committee where appointments are made for a two year term (that two year appointment was made in 2019);*
- *Generally, only one Councillor is to be appointed to each Board or Advisory Committee, unless the Schedule of the By-law identifies otherwise, but Council may from time to time appoint more Councillors;*
- *No alternate members are to be appointed (causes confusion in determining voting members and establishing quorum);*
- *If no Councillor consents to serve on any of the following Boards or Advisory Committees, any position reserved for a Councillor will remain unfilled for the one-year term. In such circumstances, the size of the Board or Advisory Committee shall be reduced accordingly for purposes of the determination of quorum; and*
- *The Mayor shall serve as an ex-officio member of each of these Boards and Advisory Committees.*

| Name of Board | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|-------------------------|---|-------------------------------|---|--|-----------------------|
| Brantford Airport Board | <p>Gives advice/guidance to the Council and the Property Management Department of the City with respect to:</p> <p>(a) the strategic direction of the airport;</p> <p>(b) practices and procedures at the airport;</p> <p>(c) the Business Plan for the airport; and</p> <p>(d) such other matters as may be referred to the Brantford Airport Board from time to time by Council or the Property Management Department.</p> <p><i>(Typically meets the 2nd Monday of the month at 12:00 noon)</i></p> | 1 Member of Council | Councillor Martin | Councillor Martin | November 14, 2020 |

| Name of Board | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|---|---|------------------------|--------------------------------------|---|-------------------|
| Brant, Brantford and Six Nations Impaired and Distracted Driving Advisory Committee | <p>To consider the issues of impaired and distracted driving and to liaise with other organizations which have a common goal for the purpose of developing and recommending initiatives to Council that will:</p> <ul style="list-style-type: none"> (a) help to foster a social attitude that regard impaired and distracted driving as unacceptable conduct; (b) reduce the incidence of impaired and distracted driving; (c) respond to the social and legal consequences of impaired and distracted driving; (d) support the initiative of local police and other agencies to reduce impaired and distracted driving; (e) enhance public awareness of the dangers of impaired and distracted driving; (f) provide referral to victims of impaired and distracted driving in order to have support as they navigate the justice system; and (g) lobby all levels of government to develop policies which support the mandate of the committee. <p><i>(Typically meets the 2nd Thursday of the month at noon)</i></p> | 1 Member of Council | Councillor Vanderstelt | Councillor Vanderstelt | November 14, 2020 |

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|---------------------------------------|---|------------------------|---|---|--|
| Brantford Cultural Advisory Committee | <p>To give advice and recommendations to Council to advance the following goals:</p> <ul style="list-style-type: none"> a) the maximization of accessibility of arts, culture and history; b) the growth of arts, culture and history as vital components of the City's quality of life; c) the development of a cooperative approach to further arts, culture and history in Brantford which will meet the needs of its many users; and d) the successful marketing of Brantford as a community with e) viable and desirable cultural attractions. <p><i>(Typically meets the 2nd Wednesday of the month at 3:30 p.m.)</i></p> | 2 Members of Council | Councillor Antoski Councillor Wall | Councillor Antoski Councillor Wall | November 14, 2020 November 14, 2020 |

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|------------------------------|---|-------------------------------|---|--|--|
| Brantford Heritage Committee | <p>To advise Council on all matters relating to the administration of the <i>Ontario Heritage Act</i> within the City of Brantford including:</p> <p>(a) promoting heritage conservation within the community through programs and activities;</p> <p>(b) educating the community to encourage the preservation of heritage assets and creating a positive environment for heritage conservation;</p> <p>(c) advising Council on the protection, conservation, regulation and enhancement of all aspects of heritage throughout the community, through the recommendation of appropriate design guidelines and municipal policies, and by identifying properties for designation;</p> <p>(d) establishing and maintaining a Register of Properties of Heritage Interest, approved by Council, to encourage protection of the heritage attributes of these properties;</p> <p>(e) reviewing and providing relevant heritage comments on major alteration applications for designated heritage properties, demolition applications that yield or have the potential to yield, cultural heritage significance, and other municipal policies and projects as requested;</p> <p>(f) providing recommendations to select honouree for Prominence Point program and providing research and recommendations for Wall of Recognition program;</p> <p>(g) reviewing/evaluating designated property financial incentive programs</p> <p><i>(Typically meets the 1st Monday of the month at 6:00 p.m.)</i></p> | 2 Members of Council | Councillor McCreary Councillor Wall | Councillor McCreary Councillor Wall | November 14, 2020 November 14, 2020 |

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|--|--|-------------------------------|---|--|-----------------------|
| Brownfields Community Advisory Committee | <p>To meet on an as-needed basis to review policies and major initiatives under consideration by the City in relation to Brownfields issues, and to provide advice and recommendations to Council from the perspective of the community at large.</p> <p>The mandate includes the role of making recommendations to Council pursuant to the Brownfields Financial Tax Incentive Programme and the prevention of future brownfields</p> <p><i>(Meets the 2nd Thursday of the month at 5:15 p.m.)</i></p> | 1 Member of Council | Councillor Wall | Councillor Wall | November 14, 2020 |

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|--|---|-------------------------------|---|--|--|
| Cultural and Built Heritage Grant Programme Advisory Committee | <p>To review all of the application materials, and then to utilize the program eligibility criteria and rating criteria to propose the grant allocations to eligible not-for-profit organizations. The Committee shall ultimately make a recommendation with respect to the proposed grant to the Committee of the Whole – Community Development.</p> <p><i>(Meets as required at the call of the Chair – 3-5 meetings annually typically in Q1 and Q2)</i></p> | 2 Members of Council | Councillor McCreary Councillor Carpenter | Councillor McCreary Councillor Carpenter | November 14, 2020 November 14, 2020 |

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|---|---|-------------------------------|---|--|-----------------------|
| Economic Development Advisory Committee | <p>“Part 1” is to give advice and guidance to the Council of the City and the Economic Development Department with respect to:</p> <ul style="list-style-type: none"> (a) policies and procedures that should be enacted for the purpose of fostering and advancing economic and business opportunities; and the promotion of the City; and (b) actions that might be taken to attract post-secondary institutions to Brantford; and (c) measures that the City might take to retain and encourage the development of these post-secondary institutions which have already located within the City of Brantford; and (d) work with the post-secondary institutions in the area of skills training initiatives; and (e) such other matters as may be referred to the Committee from time to time by Council or the Economic Development Department of the City. <p>“Part 2” is to give advice and guidance on land use planning matters to the Council of the City with respect to the development of a new Official Plan and Zoning By-law including any related comprehensive reviews of said documents as well as any City initiated amendments to the Official Plan and Zoning By-law.</p> <p><i>(Typically meets the 4th Wednesday of the month at 12:00 noon) – Date and time of meeting under review)</i></p> | 1 Member of Council | Councillor Utley | Councillor Utley | November 14, 2020 |

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|--|--|-------------------------------|---|--|-----------------------|
| Environmental and Sustainability Policy Advisory Committee | <p>a) advise Council on environmental and municipal sustainability issues;</p> <p>b) assist municipal staff with any environmental and/or municipal sustainability related initiatives as directed by Council or requested by staff;</p> <p>c) conduct research and assist in the completion of such other research and inquiries as are necessary for the development and maintenance of a comprehensive integrated community sustainability plan, including but not limited to detailed strategies, goals, action plans, priorities and other pertinent matters;</p> <p>d) administer the City of Brantford Green Environmental Recognition Awards Program as approved by Council, with authority to select Award recipients to be recognized at a meeting of Council;</p> <p>e) promote and undertake educational, outreach and other activities related to the environment and municipal sustainability.</p> <p><i>(Typically meets the 4th Thursday of the month at 5:30 p.m.)</i></p> | 1 Member of Council | Councillor Antoski | Councillor Antoski | November 14, 2020 |

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|----------------------------|---|------------------------|--------------------------------------|---|-------------------|
| Tourism Advisory Committee | <p>To provide advice and recommendations to Council with respect to the following matters:</p> <ul style="list-style-type: none"> a) policies and practices relating to the promotion of tourism in Brantford; b) plans for marketing the municipality as a tourism destination; and c) such other matters as may be referred to the Tourism Advisory Committee from time to time by Council or staff of the Economic Development and Tourism Department <p><i>(Typically meets the 4th Tuesday of the month at 11:45 a.m.)</i></p> | 1 Member of Council | Councillor Wall | Councillor Wall | November 14, 2020 |

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|-----------------------------------|--|--|--|--|--|
| Vision Zero Road Safety Committee | <p>To make recommendations to Council on matters that would assist the City in achieving the Council-approved Vision Zero Road Safety Goal, including, but not limited to the following:</p> <ul style="list-style-type: none"> a) development of a Vision Zero Road Safety Implementation Strategy; b) implementation of a Council-approved Vision Zero Road Safety Strategy; c) matters affecting road safety on City streets; and d) such other matters as may be referred to the Vision Zero Road Safety Committee from time to time by Council, by staff from the Public Works Commission of the City or by Brantford Police Services <p><i>(Meets as required)</i></p> | <p>5 Councillors (1 from each Ward)</p> <p>The Ward Councillor who has not been appointed to the Committee shall serve as an alternate to the Ward Councillor who was so appointed, and may fully participate in meetings of the Committee during the absence of the appointed ward representative</p> | <p>Councillor Weaver (Ward 1)</p> <p>Councillor Utley (Ward 2)</p> <p>Councillor Martin (Ward 3)</p> <p>Councillor Carpenter (Ward 4)</p> <p>Councillor Van Tilborg (Ward 5)</p> | <p>Councillor Weaver (Ward 1)</p> <p>Councillor Utley (Ward 2)</p> <p>Councillor Martin (Ward 3)</p> <p>Councillor Carpenter (Ward 4)</p> <p>Councillor Van Tilborg (Ward 5)</p> | <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> |

TASK FORCES

City Council at its meeting held November 28, 2019 adopted the following:

Mayor – Ex-Officio on all Task Forces

- A. THAT the Mayor shall be an ex-officio member of each Task Force created by City Council; and
- B. THAT the Mayor shall not be included in the calculation of a quorum required for a meeting of a Task Force, but if present at a Task Force meeting, would have full voting privileges; and
- C. THAT the Mayor shall be eligible to be elected as Chair or Vice-Chair of a Task Force, if so elected by the Task Force during the conduct of the annual election of these positions; and
- D. THAT staff BE DIRECTED to notify the Mayor of all Task Force meetings.

Note:

With regard to the Joint Use Agreement between the City of Brantford, the GEDSB and BHNSB Roundtable Consultation Task Force, the Agreement specifically references the Mayor (ex-officio member) and 2 Councillors.

Recommended amendments to the composition of any Task Forces can be made, with the exception of the Joint Use Agreement between the City of Brantford which would require an amendment to the existing Agreement.

| Name of Task Force | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire (or earlier if Task Force's Mandate is completed) |
|---------------------------|--|--|--|--|--|
| Boundary Lands Task Force | <p>To receive updates with respect to the development and implementation of boundary land development and planning strategies and suggested priorities to Council including the establishment of a comprehensive timeline for development that is inclusive of transportation, water, wastewater and stormwater servicing, land use planning and policy development under the City of Brantford Official Plan and tax revenue generation for the City of Brantford</p> <p><i>(Meets as required)</i></p> | <p>5 Councillors (1 from each Ward)</p> <p>The Ward Councillor who has not been appointed to the Committee shall serve as an alternate to the Ward Councillor who was so appointed, and may fully participate in meetings of the Committee during the absence of the appointed ward representative</p> | <p>Councillor Vanderstelt (Ward 1)</p> <p>Councillor Utley (Ward 2)</p> <p>Councillor Martin (Ward 3)</p> <p>Councillor Carpenter (Ward 4)</p> <p>Councillor Wall (Ward 5)</p> | <p>Councillor Vanderstelt (Ward 1)</p> <p>Councillor Utley (Ward 2)</p> <p>Councillor Martin (Ward 3)</p> <p>Councillor Carpenter (Ward 4)</p> <p>Councillor Wall (Ward 5)</p> | <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> |

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|---|---|-------------------------------|--|--|---|
| Building Construction Process Review Task Force | <p>Task Force met in 2019 and worked with staff in the planning of a public meeting within Q1 - 2019 to receive feedback from local business and development community regarding the continuum of the City's building construction process.</p> <p>City to engage the services of a consultant to undertake a review of all phases of the City's development review processes with the goal to make recommendations that result in a more consistent, understandable and effective approach to development review (Small, Medium and Large organizations/operators and local Associations); to undertake said review in collaboration with City Staff; to work in conjunction with and report to the Building Construction Process Review Task Force and CAO; include comments from the public stakeholders meetings held in 2018 (BHBA, BRREA, Chamber of Commerce, Economic Development Advisory Committee); include best practices from other cities in South Western Ontario; review of internal working relationships between Planning, Engineering, Building and Economic Development and the customer; and review the securities deposit process to provide partial refunds at the completion of key milestones; and to complete and submit the final report of said review to City Council by June 30, 2020</p> <p><i>(Meets as required)</i></p> | 4 Members of Council | <p>Councillor Sless</p> <p>Councillor McCreary</p> <p>Councillor Carpenter</p> <p>Councillor Utley</p> | <p>Councillor Sless</p> <p>Councillor McCreary</p> <p>Councillor Carpenter</p> <p>Councillor Utley</p> | <p>June 30, 2020</p> <p>June 30, 2020</p> <p>June 30, 2020</p> <p>June 30, 2020</p> |

| Name of Task Force | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire (or earlier if Task Force's Mandate is completed) |
|-------------------------------|--|--|--|--|---|
| City Accommodation Task Force | To review the Accommodation and Yards Rationalization Strategies and to advise on implementation <i>(Meets as required)</i> | 1 Councillor from each Ward The Ward Councillor who has not been appointed to the Task Force shall serve as an alternate to the Ward Councillor who was so appointed, and may fully participate in meetings of the Task Force during the absence of the appointed ward representative | Councillor Weaver (Ward 1) Councillor Utley (Ward 2) Councillor Martin (Ward 3) Councillor Carpenter (Ward 4) Councillor Wall (Ward 5) | Councillor Weaver (Ward 1) Councillor Utley (Ward 2) Councillor Martin (Ward 3) Councillor Carpenter (Ward 4) Councillor Wall (Ward 5) | November 14, 2020 November 14, 2020 November 14, 2020 November 14, 2020 November 14, 2020 |

| Name of Task Force | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire (or earlier if Task Force's Mandate is completed) |
|--|--|---|---|--|--|
| Cultural Hub Task Force (formerly the Task Force to Investigate a Mid-Sized Performance Space) | <p>Mid-Sized Performance Space Task Force Report regarding the completed feasibility study and recommended next steps was received by Council on September 24, 2019. Task Force to proceed to the "Next Planning Year" as outlined in the Strategic Directions and Project Development Plan attached to Report 2019-395 and report back to Council at the end of the "Next Planning Year".</p> <p><i>(Meets as required)</i></p> | <p>1 Councillor from each Ward</p> <p>The Ward Councillor who has not been appointed to the Task Force shall serve as an alternate to the Ward Councillor who was so appointed, and may fully participate in meetings of the Task Force during the absence of the appointed ward representative</p> | <p>Councillor Weaver (Ward 1)</p> <p>Councillor Sless (Ward 2)</p> <p>Councillor McCreary (Ward 3)</p> <p>Councillor Antoski (Ward 4)</p> <p>Councillor Wall (Ward 5)</p> | <p>Councillor Vanderstelt (Ward 1)</p> <p>Councillor Sless (Ward 2)</p> <p>Councillor McCreary (Ward 3)</p> <p>Councillor Antoski (Ward 4)</p> <p>Councillor Wall (Ward 5)</p> | <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> |
| First Nations Liaison Committee | <p>To explore areas of common interest between City and Six Nations Elected Council</p> <p><i>(Meets as required)</i></p> | <p>5 Members of Council</p> <p>(Composition increased from 4 to 5 Members of Council for 2019-2020 term)</p> | <p>Councillor Antoski</p> <p>Councillor Vanderstelt</p> <p>Councillor Wall</p> <p>Councillor Van Tilborg</p> | <p>Councillor Antoski</p> <p>Councillor Vanderstelt</p> <p>Councillor Wall</p> <p>Councillor Van Tilborg</p> <p>Councillor Carpenter</p> | <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> |

| Name of Task Force | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire (or earlier if Task Force's Mandate is completed) |
|---------------------------|--|---|---|---|--|
| Human Resources Committee | <ul style="list-style-type: none"> • Monitor the implementation of and advocate on behalf of the Human Resources Master Plan • Consider reports from staff regarding the reorganization and restructuring of the City's administration, which shall be the overarching position of the City when filling vacancies in the future • Consider reports from staff regarding the filling of all new positions (Note: The Executive Leadership Team (ELT), led by the Chief Administrative Officer, shall resume the responsibility of reviewing and approving the replacement of vacant positions only after ELT has considered potential efficiencies that may be realized through reorganization and restructuring as a result of the vacancy. Where no reorganization or restructuring options are being recommended, ELT may proceed in the filling of the vacancy. Where reorganization and restructuring are being recommended, a report to the Human Resources Committee would be required in keeping with Item 2 above) • Review and recommend any amendments to the Chief Administrative Officer Appointment By-law when required • Consider other matters regarding human resources as identified by the Chief Administrative Officer • Consider reports for all new positions deemed necessary by the CAO and which do not increase the total labour budget <p><i>(For 2020, meetings will typically be held the last Tuesday of the month (same day at City Council) at 2:00 p.m.)</i></p> | <p>1 Councillor from each Ward</p> <p>The Ward Councillor who has not been appointed to the Committee shall serve as an alternate to the Ward Councillor who was so appointed, and may fully participate in meetings of the Committee during the absence of the appointed ward representative</p> | <p>Councillor Vanderstelt (Ward 1)</p> <p>Councillor Sless (Ward 2)</p> <p>Councillor McCreary (Ward 3)</p> <p>Councillor Antoski (Ward 4)</p> <p>Councillor Van Tilborg (Ward 5)</p> | <p>Councillor Vanderstelt (Ward 1)</p> <p>Councillor Sless (Ward 2)</p> <p>Councillor McCreary (Ward 3)</p> <p>Councillor Antoski (Ward 4)</p> <p>Councillor Van Tilborg (Ward 5)</p> | <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> |

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|---|---|---|---|---|--|
| Joint Use Agreement between the City of Brantford, the GEDSB and BHNSB Roundtable Consultation Task Force | To provide an opportunity to meet with the partners and discuss issues and opportunities related to the Joint Use Agreement and to ensure that the terms of the Joint Use Agreement are followed and enforced in a fair and consistent way. <i>(Meets at least once annually in keeping with the provisions of the 2014 Agreement)</i> | Mayor (ex-officio) 2 Councillors (per terms of the Agreement) | Mayor Davis (ex-officio) Councillor Weaver Councillor Carpenter Note: The Mayor is named as an ex-officio member within the approved Agreement | Mayor Davis (ex-officio) Councillor Weaver Councillor Carpenter Note: The Mayor is named as an ex-officio member within the approved Agreement | November 14, 2020 November 14, 2020 November 14, 2020 |
| Meeting Process Review Task Force | To review existing policies, by-laws and processes, including but not limited to the City's Procedure By-law (Chapter 15 of the City of Brantford Municipal Code) and the Recognition Awards by Mayor and Members of City Council (Corporate-007) Policy and report back to Committee of the Whole – Operations and Administration by April 30, 2020 with any recommended changes meant to improve or enhance the efficiency and/or effectiveness of meetings of City Council and its Committees. <i>(Meets as required)</i> | 5 Members of Council | Mayor Davis (ex-officio) Councillor McCreary Councillor Carpenter Councillor Sless Councillor Weaver | Mayor Davis (ex-officio) Councillor McCreary Councillor Carpenter Councillor Sless Councillor Weaver | April 30, 2020 April 30, 2020 April 30, 2020 April 30, 2020 April 30, 2020 |

| Name of Task Force | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire (or earlier if Task Force's Mandate is completed) |
|---|--|--|---|---|--|
| New Hospital for Brantford Working Group | To begin the process of engaging the community, building the case for a new facility, lobbying various levels of government, organizing fund-raising initiatives, and performing a community needs assessment with each of the communities affected by the proposed change <i>(Meets quarterly as required)</i> | 2 Members of Council | Councillor Sless Councillor Carpenter | Councillor Sless Councillor Carpenter | November 14, 2020 November 14, 2020 |
| Nominating Committee – Committee of Adjustment and Property Standards Committee | To establish the interview process and conduct interviews of citizens applying for membership on the Committee of Adjustment and Property Standards Committee <i>(Meets as required)</i> | 1 Councillor from each Ward The Ward Councillor who has not been appointed to the Working Group shall serve as an alternate to the Ward Councillor who was so appointed, and may fully participate in meetings of the Working Group during the absence of the appointed ward representative | Councillor Vanderstelt (Ward 1) Councillor Sless (Ward 2) Councillor Martin (Ward 3) Councillor Antoski (Ward 4) Councillor Wall (Ward 5) | Councillor Vanderstelt (Ward 1) Councillor Sless (Ward 2) Councillor Martin (Ward 3) Councillor Antoski (Ward 4) Councillor Wall (Ward 5) | November 14, 2020 November 14, 2020 November 14, 2020 November 14, 2020 |

| Name of Task Force | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire (or earlier if Task Force's Mandate is completed) |
|---|---|-------------------------------|---|---|--|
| Northridge Clubhouse and Parking Lot Project Steering Committee | <p>Council has approved the construction of a new clubhouse at Northridge Golf Course. The Project will involve redevelopment and expansion of the parking lot and design and construction of a new clubhouse. Steering Committee to:</p> <ul style="list-style-type: none"> a. ensure the project is aligned with the intended strategy; b. ensure the project makes good use of assets; c. assist with resolving strategic level issues and risks; d. make recommendations with respect to changes to the project with a high impact on timelines and budget; e. assess project progress and report on the project to Committee of the Whole – Operations and Administration, with the Chair, or designate, to provide regular updates on the Project at meetings of the Accommodations Task Force; f. review and provide input on final project deliverables; g. provide input into the project plan and key milestones; h. support staff to ensure the project meets financial goals and milestones; i. receive monthly project financial statements; and j. review and make recommendations regarding the clubhouse and parking lot design concepts. <p><i>(Meets as required)</i></p> | 5 Members of Council | <p>Councillor Utley</p> <p>Councillor McCreary</p> <p>Councillor Sless</p> <p>Councillor Carpenter</p> <p>Councillor Martin</p> | <p>Councillor Utley</p> <p>Councillor McCreary</p> <p>Councillor Sless</p> <p>Councillor Carpenter</p> <p>Councillor Martin</p> | <p>June 30, 2020</p> <p>June 30, 2020</p> <p>June 30, 2020</p> <p>June 30, 2020</p> <p>June 30, 2020</p> |

| Name of Task Force | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire (or earlier if Task Force's Mandate is completed) |
|--|--|---|--|---|--|
| Southwest Task Force (formerly the Shellard Lane Task Force) | <p>To develop a phased process by which the prioritized needs of the new Ward 1 will be taken into consideration when building a community hall and/or sports fields.</p> <p>Staff to work with the Southwest Task Force to develop a Terms of Reference outlining their role with respect to Phase 1, 2 and 3 (Terms of Reference being considered at the November 7, 2019 meeting)</p> <p><i>(Meets as required)</i></p> | Ward 1 Councillors and other interested Council representatives | <p>Councillor Weaver (Ward 1)</p> <p>Councillor Vanderstelt (Ward 1) (resigned)</p> <p>Councillor Utley</p> <p>Councillor Wall</p> | <p>Councillor Weaver (Ward 1)</p> <p>Councillor Utley</p> <p>Councillor Wall</p> | <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> |
| Tri-Council Working Group | <p>To review areas of mutual interest between City, County of Brant and Six Nations and make suggestions for agenda topics for full Tri-Council meetings</p> <p><i>(Meets as required)</i></p> | 3 Members of Council | <p>Councillor Antoski</p> <p>Councillor Vanderstelt</p> <p>Councillor Van Tilborg</p> | <p>Councillor Antoski</p> <p>Councillor Vanderstelt</p> <p>Councillor Van Tilborg</p> | <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> |

Other Committees created by the City and/or County

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|---|---|---|---|---|---|
| City/County Liaison Committee | <p>Meets on issues where City and County Councils cannot agree on matters respecting the John Noble Home or Paramedic Services Committee</p> <p><i>(Meets as required)</i></p> | <p>4 Members of City Council</p> <p>4 Member of County Council</p> | <p>Councillor McCreary</p> <p>Councillor Vanderstelt</p> <p>Councillor Weaver</p> <p>Councillor Carpenter</p> | <p>Councillor McCreary</p> <p>Councillor Vanderstelt</p> <p>Councillor Weaver</p> <p>Councillor Carpenter</p> | <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> |
| Joint City/County Task Force to Explore Potential for a Joint Animal Control and Pound Services Program | <p>To explore the potential for a joint animal control and pound services program and to recommend options to be considered by both Councils.</p> <p>While the direction provided by both Councils was to report back with recommended options by September 30, 2019, the Task Force has identified that additional time is required to fully investigate the joint service level options. City and County Staff agreed to continue to work together to present options to the Task Force. It is expected that that report will be presented and considered by Q4-2019, the results of which will be reported to both Councils. Term to complete mandate extended to March 31, 2020</p> <p><i>(Meets as required)</i></p> | <p>2 Members of City Council</p> <p>2 Members of County Council</p> | <p>Councillor McCreary</p> <p>Councillor Carpenter</p> | <p>Councillor McCreary</p> <p>Councillor Carpenter</p> | <p>March 31, 2020</p> <p>March 31, 2020</p> |

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|---|--|---|---|---|--|
| <p>Paramedic Services Committee</p> <p>(Standing Committee of the County of Brant)</p> <p><i>Note: The Committee shall meet no less frequently than quarterly, but may meet on such more frequent basis as determined by the Committee, or otherwise at the call of the Chair</i></p> | <p>Monitor and report on compliance with all laws which apply to the provision of Paramedic Services or its operations, which may include but is not limited to the Act, the <i>Municipal Act, MFIPPA</i>; comply with all County approved policies, practices or procedures; recommend the Draft Budget for approval, in accordance with section 4.1, 4.2 and 4.3; advise the Councils of Budget Variances, in accordance with section 4.6; provide minutes of its meetings to the Clerks of the Councils for information; establish and recommend to County Council service levels for the operations of Paramedic Services; monitor service levels and report to the Councils whether operations are exceeding or failing to achieve the established service levels; recommend to County Council appropriate policies, principles, procedures and roles to guide and enhance the governance of Paramedic Services; provide oversight of such adopted governance policies, principles, procedures and roles related to Paramedic Services; discuss, consider and advise on strategic planning for the future of Paramedic Services; understand, assess, and address risks in terms of likelihood and magnitude of impact; monitor and report on progress of the effectiveness of policies and response strategies; and such further duties, responsibilities and authority as are specifically delegated to the Committee in this Agreement.</p> <p><i>Typically meets quarterly on a Tuesday or Wednesday at 1:00 or 1:30 p.m. in Paris</i></p> | <p>3 Members of City Council (which may include the City Mayor) to be selected by City Council to be appointed to the Committee by County Council</p> <p>3 Members of County Council appointed by County Council (which may include the County Mayor)</p> | <p>Mayor Davis</p> <p>Councillor Sless</p> <p>Councillor Martin</p> | <p>Mayor Davis</p> <p>Councillor Sless</p> <p>Councillor Martin</p> | <p>November 14, 2020</p> <p>November 14, 2020</p> <p>November 14, 2020</p> |

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|---------------------------------|--|-------------------------------|---|---|---|
| Trespass Order Appeal Committee | To consider appeals to Trespass Orders issued by the City (Meets as required) | 3 Members of Council | Councillor Van Tilborg Councillor Sless Councillor McCreary | Councillor Van Tilborg Councillor Sless Councillor McCreary | November 14, 2020 November 14, 2020 November 14, 2020 |

External Committees

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|--|---|--|---|--|-----------------------|
| Brantford-Brant Chamber of Commerce Board of Directors | Promotes the free enterprise system through improved trade and commerce and to enhance the economic prosperity and quality of life in Brantford and Brant County. <i>(Meets the 3rd Wednesday of the month at 12:00 noon)</i> | 1 Member of Council to serve as an ex-officio member | Councillor McCreary | Councillor McCreary | November 14, 2020 |

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|--------------------------------------|--|-------------------------------|---|--|-----------------------|
| Brant Elder Abuse Advisory Committee | <p>1. To develop strategies to increase awareness and to educate service providers, caregivers, seniors and other community members about abuse of the elderly.</p> <p>2. To identify community needs, to advocate for and to seek funding for elder abuse prevention and intervention initiatives.</p> <p>3. To provide an interagency forum to discuss and address abuse of the elderly issues.</p> <p>4. To review the Term of Reference when needed.</p> <p>Goals:</p> <ul style="list-style-type: none"> • Community Outreach • Education • Higher visibility and profile for the Committee • Spread awareness of community resources • Support for informal caregivers through media, workshop and /or workplace education • Promote proactive approaches to Peer Support for Seniors and Caregivers. <p><i>(Meets the 2nd Tuesday of the every other month at 9:30 a.m.)</i></p> | 1 Member of Council | Councillor Carpenter | Councillor Carpenter | November 14, 2020 |

| Name of Committee | Mandate and Meeting Information | Number to be Appointed | Members Appointed for 2018-2019 Term | Members Recommended Effective November 19, 2019 | Term to Expire |
|---|---|-------------------------------|---|--|-----------------------|
| Brant Food System Coalition | Objective is to strength the local food system in terms of food security and sustainability <i>(Meets the 1st Tuesday of the month at 9:00 a.m.)</i> | 1 Member of Council | Councillor Antoski | Councillor Antoski | November 14, 2020 |
| Brant Waterways Foundation | Invested in waterfront improvements, the development of the Trans Canada Trail, trail signage, river and trail access points, education programs and more <i>(Meets the 3rd Wednesday of the month at 8:00 a.m.)</i> | 1 Member of Council | Councillor Carpenter | Councillor Weaver | November 14, 2020 |
| Community Physician Recruitment Committee | The Community Physician Recruitment Committee was formed in 2001 to identify the issues and make recommendations regarding the physician shortage in Brantford and Brant <i>(Meets twice annually (Spring to set objectives and Fall to present preliminary report for Council))</i> | 1 Member of Council | Councillor Utley | Councillor Utley | November 14, 2020 |