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**To:** Mayor and Council

**From:** Lexi Edwards, Committee Coordinator

**Meeting Date:** May 13, 2024

**Subject:** LS-019-2024 Removal of Board and Committee Members

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## Recommendation

Be It Resolved that Council of the Township of Clearview hereby receive report LS-019-2024 (Removal of Board and Committee Members) dated May 13, 2024; and,

- 1) That Council direct staff to amend By-law 22-101 (Appointment By-law) to remove the following members:
  - Daniel Fantin from the Committee of Adjustment; and,
  - Cheri Mara from the Creemore Business Improvement Area Board of Management.

## Background

There are currently five (5) members on the Committee of Adjustment including four (4) community members and one (1) council representative. Recently a resignation was received from Daniel Fantin who does not wish to continue as a member of the Committee of Adjustment for the remainder of the term.

The Creemore Business Improvement Area Board of Management currently has seven (7) members representing the Business Improvement area which includes six (6) board members and one (1) council representative. A resignation was received from Cheri Mara who does not wish to continue as a member of the Board.

Both members resigned voluntarily.

## Comments and Analysis

The last recruitment notice for the Committee of Adjustment was advertised following the 2022 election, and there have been no vacancies on the Committee of Adjustment since the beginning of the term. The Clerk's Department has commenced advertising to fill the vacancy on the Committee of Adjustment, in addition to all Boards that do not currently have the seven (7) member maximum. Applications will be accepted until May 17<sup>th</sup>, 2024, at 4:30 pm.

Although the Planning Act does not specify the number of members required for the Committee of Adjustment, five members are preferred to assist with quorum and voting.

The Creemore Business Improvement Area Board uses a nomination process including an election to appoint new members and there have been no new appointments since the beginning of the term. The resignation received is the second resignation since the beginning of the term, leaving a total of six (6) members. Therefore, an election would not be required to fill the vacancy.

### **Financial Implications**

There are no financial implications as a result of this report.

### **Clearview's Strategic Plan**

The above initiative supports the following strategic pillars:

- Communication

### **Approvals**

<b>Submitted by:</b>	Lexi Edwards, Committee Coordinator
<b>Reviewed by:</b>	Krista Pascoe, Deputy Clerk
<b>Reviewed by:</b>	Sasha Helmkey-Playter, B.A., Dipl. M.A., AOMC, Clerk/Director of Legislative Services
<b>Approved by:</b>	John Ferguson, CAO