



CORPORATE SERVICES

Staff Report

REPORT NO: COR-2024-19

TO: Council

SUBMITTED BY: Greg Clark, Director of Corporate Services / Chief Financial Officer

PREPARED BY: Jeff Bunn, Municipal Clerk / Manager of Legislative Services

REVIEWED BY: Sharon Chambers, Chief Administrative Officer

DATE: April 8, 2024

SUBJECT: Councillor Committee Appointment

RECOMMENDATION:

THAT Report COR-2024-19 be received as information; and further,

THAT Councillor _____ be appointed to the 2024 Wilmot Canada Day Event Task Force.

SUMMARY:

The purpose of this report is to address a vacancy on the 2024 Wilmot Canada Day Event Task Force (hereafter "the Task Force"), specifically relating to the appointment of a Council representative, and to seek the appointment of a new member of Council to the Task Force.

BACKGROUND:

At the March 25, 2024, Regular Council Meeting, Councillor Dunstall informed Council that she was resigning from her position on the Task Force.

Council established the Task Force in 2023 with the purpose of planning, implementing and executing an inclusive Canada Day celebration event.

REPORT:

The Committee Governance Policy GP-23-01, and the Terms of Reference for the Task Force, allow for one member of Council to be appointed to the Task Force.

The Task Force is responsible for:

- Planning, implementing and executing the 2024 Canada Day celebration event;
- Ensuring continued community engagement through multiple avenues (e.g., in person, website, social media, community digital signs etc.) to recruit community members interested in volunteering with the event; and,
- Seeking donations, sponsorships or fundraise for any additional desired activities beyond the budget upset limit established by Council.

The member of Council appointed to the Task Force will be responsible for attending all future meetings of the Task Force. At this time, the following meeting dates are anticipated:

- April 9, 2024
- April 23, 2024
- May 14, 2024
- June 11, 2024
- August 13, 2024
- September 10, 2024

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report aligns with the good governance strategic goal.

FINANCIAL CONSIDERATIONS:

There are no financial implications associated with this report.

ATTACHMENTS:

Attachment “A” – 2024 Wilmot Canada Day Event Taskforce Terms of Reference