

Committee of the Whole (2) Report

DATE: Tuesday, October 22, 2024

WARD(S): ALL

**TITLE:TRANSPORTATION AND INFRASTRUCTURE ADVISORY
COMMITTEE - VACANCY**

FROM:

Wendy Law, Deputy City Manager, Legal and Administrative Services & City Solicitor

ACTION: DECISION

Purpose

To inform Council of the vacancies created in the Transportation and Infrastructure Advisory Committee and seek direction with respect to filling the vacancies.

Report Highlights

- A member has resigned and another member has forfeited his membership on the Transportation and Infrastructure Advisory Committee.
- The Transportation and Infrastructure Advisory Committee recommends filling the vacancies by choosing from within the most recent pool of applicants.
- Direction is required with respect to filling the vacancies.

Recommendations

1. That the resignation of Ms. Tanya Nagayeva and the forfeiture of Mr. Andres Larios, be received;
2. That Council provide direction with respect to filling the vacancies.

Background

Transportation and Infrastructure Advisory Committee currently has three (3) vacancies. The first vacancy was due to a resignation. The Office of the City Clerk received an email from Tanya Nagayeva indicating her intention to resign from her Council-appointed position on the Transportation and Infrastructure Advisory Committee.

The second vacancy was due to attendance requirements. As per the Council-Appointed Advisory Committees Policy, the Office of the City Clerk monitors attendance at Committee meetings. As per Section 6, (Attendance), in part, the following applies:

6.2 If a member is absent from meetings of the Advisory Committee for two consecutive regularly scheduled meetings, the City Clerk or their designate shall contact and advise the member, in writing, that three absences may result in a forfeiture of their position on the Advisory Committee.

6.3 If the member does not attend the next regularly scheduled meeting after written notification from the City Clerk or their designate and no reasonable explanation is provided, the position will be deemed vacant by the City Clerk or their designate.

Mr. Andres Larios was notified and advised in accordance with the above. However, the Office of the City Clerk did not receive any response; therefore, his position on the Transportation and Infrastructure Advisory Committee has been forfeited and deemed vacant.

The third vacancy was a result of a resignation in October 2023 that Council decided not to fill at the time.

Upon discussions with the Chair, a report was brought forward to the September 18, 2024 Transportation and Infrastructure Committee meeting, at this meeting the following recommendations were put forward (Report 4, Item 2):

1. That the resignation of Ms. Tanya Nagayeva, be received;
2. That the vacancies created by the resignation and the forfeiture of Mr. Andres Larios, be filled from the initial list of applicants which was brought forward during the appointment to non-statutory Committees for the 2022-2026 Term of Office.

Previous Reports/Authority

[APPOINTMENTS TO NON-STATUTORY COMMITTEES FOR THE 2022-2026 TERM OF OFFICE \(Addendum No. 2, Council, June 20, 2023\)](#)

Analysis and Options

The Terms of Reference provides that a maximum of 12 members serve on the Advisory Committee. As a result of the vacancies, there are currently 9 members (2 members of Council and 7 public members) on the Advisory Committee.

Staff is proposing the following two options to fill the vacancies for the remainder of the Term of Council.

Option 1

Based on the Advisory Committee's recommendation, it is recommended:

1. That Council appoint members from the list of applicants from the recruitment conducted in May to June 2023 provided as Attachment 1; and
2. That the names of the appointees be made public upon Council ratification.

A list of former applicants and their applications are provided in Confidential Attachment 1 for Council's consideration. The Office of the City Clerk has contacted the former applicants and has confirmed that the list of applicants brought forward are still interested in being appointed to the Transportation and Infrastructure Advisory Committee.

Option 2

Alternatively, Council may direct the Office of the City Clerk to initiate the regular recruitment process to fill the vacancies, therefore it is recommended:

1. That staff initiate the standard recruitment process and report back with the applications received once the recruitment process is completed.

Financial Impact

No new funds are required as the operational expenses are covered within the Office of the City Clerk's budget.

Operational Impact

N/A

Broader Regional Impacts/Considerations

There are no Regional Impacts/Considerations associated with this report.

Conclusion

The City Clerk is requesting that Council provide direction with respect to the vacancies created by the resignation of Tanya Nagayeva and the forfeiture of Mr. Andres Larios on the Transportation & Infrastructure Advisory Committee.

For more information, please contact: Todd Coles, City Clerk, Extension 8281.

Attachments

1. Confidential - Transportation & Infrastructure Advisory Committee Application Package

Prepared by

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