



Staff Report

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Report To:	General Government Committee	
Date of Meeting:	November 29, 2021	Report Number: LGS-031-21
Submitted By:	Rob Maciver, Director of Legislative Services	
Reviewed By:	Andrew C. Allison, CAO	Resolution#:
File Number:		By-law Number:
Report Subject:	Appointment to the Samuel Wilmot Nature Area Management Advisory Committee	

Recommendations:

1. That Report LGS-031-21, and any related communication items, be received;
2. That the resignations of Jocelyn Whalen, Maggie Luczak, and Carrie-Anne Atkins be received with thanks;
3. That the Committee consider the applications for _____ appointments to the Samuel Wilmot Nature Area Management Advisory Committee in accordance with the Appointment to Boards and Committees Policy; and
4. That all interested parties listed in Report LGS-031-21 and any delegations be advised of Council's decision.

Report Overview

This report is intended to provide background information regarding the vacancies on the Samuel Wilmot Nature Area Management Advisory Committee to assist in the appointment process.

1. Samuel Wilmot Nature Area Management Advisory Committee (SWNAMAC)

Background

- 1.1 The SWNAMAC is a group of volunteers appointed by the Municipality of Clarington to assist the Municipality and Ministry of Natural Resources in managing the Samuel Wilmot Nature Area. The Committee is also dedicated to preserving and improving the condition of the Nature Area for the benefit of the wildlife that resides there and the enjoyment of the residents of Clarington. The Committee plays an educational role for residents and visitors by organizing public presentations, events and activities related to nature and the environment.
- 1.2 The Committee is comprised of a minimum of eight citizens and one Council representative and is appointed for the same term as Council.
- 1.3 The online application form was recently updated to ensure questions directly relating to the Committee's requirements (outlined in the Terms of Reference) are included.
- 1.4 The Committee's Terms of Reference require the following skills (included on the application):

Technical – shall interpret the EMP, recommend the work plan on a yearly basis and provide leadership during implementation of projects and monitoring.

Public Relations – shall create a public relations strategy focusing on public awareness, education and promoting the site.

Fund-raising – shall create a fund-raising strategy aimed at soliciting private funds, donations-in-kind and investigating charitable status.

Volunteer Support – shall be responsible for soliciting volunteers and organizing work programs.

- 1.5 The Committee recently asked for the following skills, in addition to the above, to be added to the application:

Computer Skills e.g., website, graphic design

Social Media

Fundraising or preparing grant applications

Event management

Public speaking

The Committee also asked for the following question to be added to the application:

“Are you willing to participate in protection/enhancement projects, fundraising, writing, leading walking tours, tree planning, collecting litter, or trail blazing etc.?”

Current Situation

- 1.6 Jocelyn Whalen was appointed to the SWNAMAC in March 2020, for a term ending December 31, 2022, or until a successor is appointed. In October 2021, the Clerk’s Division received notification of her resignation.
- 1.7 Maggie Luczak was appointed to the SWNAMAC in March 2020, for a term ending December 31, 2022, or until a successor is appointed. In October 2021, the Clerk’s Division received notification of her resignation.
- 1.8 Carrie-Anne Atkins was appointed to the SWNAMAC in October 2019, for a term ending December 31, 2022, or until a successor is appointed. In October 2021, the Clerk’s Division received notification of her resignation.
- 1.9 The SWNAMAC has seven voting members. Therefore, Committee is required to appoint one resident for a term ending December 31, 2022, or until a successor is appointed. However, the SWNAMAC has requested to have two additional members appointed. Since the minimum is eight members, with no maximum, the Committee may appoint three residents for a term ending December 31, 2022, or until a successor is appointed.

1.10 The following have put forward an application for consideration:

- Carmen Aiello – meets the public speaking skills and has woodlot management and bird identification experience.
- Leah Bourgeois – meets all the skills and has stakeholder relations with a focus on community environmental initiatives.
- Kristen Brent – meets the computer skills, social media, public relations, fundraising, event management and public speaking skills and is in the fourth year of Bachelor of Science-Biological Science.
- Vanessa Culliton (**Late**) – has a Bachelor of Arts in drama but does not meet any skills, education, or environmental experience.
- Afeena Gafoor – meets the computer and social media skills, however said no to having education or experience the environment fields.
- Joshua Glover (**Late**) – meets the social media, event management and public speaking skills and has studied broadcast journalism.

2. Advertising and Applications

2.1 The Municipal Clerk's Division placed an advertisement in local papers and on the Municipality's website, www.clarington.net/Committees, to fill the vacancy on the SWNAMAC Committee.

2.2 In an effort to extend the reach of our advertisements for vacancies, the Clerk's Division has created a profile on the www.claringtonvolunteers.ca website. Vacancies on the SWNAMAC Committee were listed on the Clarington Volunteers website.

2.3 In accordance with the "Appointment to Boards and Committees Policy", a confidential application package has been attached to this report. The package will include the application at the beginning of each applicant's resume as a summary of the main components required from the Terms of Reference. It will provide a quick glance of the specific qualifications the Committee requires.

3. Concurrence

Not Applicable.

4. Conclusion

It is respectfully recommended that Committee consider the vote to make the appointments to SWNAMAC Committee for a term ending December 31, 2022, or until a successor is appointed.

Staff Contact: Lindsey Patenaude, Committee Coordinator, 9005-623-3379 ext. 2106 or lpatenaude@clarington.net.

Attachments:

Attachment 1 – Confidential Application Package (Distributed Under Separate Cover)

Interested Parties:

The following interested parties will be notified of Council's decision:

All applicants

Samuel Wilmot Nature Area Management Advisory Committee