

Type of Decision									
Meeting Date	Tuesday, May 15, 2018				Report Date	Monday, May 7, 2018			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	x	Information Only			Type of Meeting	X	Open		Closed
REPORT TITLE Appointment to Council to Fill Vacant Seat									
Report #15/05/18 - 501									

Subject:

Appointment of applicant to vacant seat on municipal council for the remainder of this term.

RECOMMENDATION:

That Council hear/receive deputations from each candidate/applicant and make a selection as to whom the members feel would best serve the municipality until the next regular election.

### Resolution #1

**WHEREAS** Council is required to fill a vacant seat on council and advertisement for interested applicants has occurred as per policy and legislation;

**THEREFORE BE IT RESOLVED THAT** the following individuals, who have signified in writing that they are legally qualified to hold office and consented to accept the office if they are appointed to fill the Council vacancy, be considered by Council for appointment to fill such vacancy.

- LeClerc, Karen
- McGurran, Pat
- Rose, Nancy

The Clerk will conduct a vote. Council will determine the person to be appointed. The Clerk will insert that person's name into the by-law to be passed by Council.

### Resolution #2

**WHEREAS** Council has advertised for and accepted applications for appointment to the vacant seat on council;

**THEREFORE BE IT RESOLVED THAT** By-Law 2018-12 BEING a by-law to appoint a Member to Council for the Corporation of the United Townships of Head, Clara & Maria for the remainder of this term be read a first time short and passed this 15<sup>th</sup> day of May, 2018.

The individual will be appointed, sworn in and may participate in the remainder of the meeting. I have sent each candidate an intro email and a link to Council package so that they will be familiar with reports to Council for the meeting.

**BACKGROUND/EXECUTIVE SUMMARY:**

Please read the appointment procedure document to familiarize yourself with the process prior to the meeting. If you have any questions, please call.

Questions to be answered in Deputation – provided to candidates in advance.

1. Please address why you would like to be a member of Council and elaborate on what makes you the best representative for Head, Clara & Maria.
2. The following two statements are taken from the Council Member Code of Conduct. Please provide your thoughts on what this means:
  - 1.1. Members of Council must serve and be seen to serve their constituents in a conscientious and diligent manner.
  - 1.2. Members of Council must be committed to performing their functions with integrity, avoiding the improper use of the influence of their office, and conflicts of interest, both apparent and real;
3. Council may make decisions that not all members of the public agree with. Outline how you would address an unhappy citizen and explain how your experiences have equipped you to deal with these types of situations.
4. Tell us how you feel about being the Council representative on volunteer committees (Economic Development, Recreation, Library Board, Community Policing, etc.) and where you see you can most contribute.
5. What is your short and long-term vision for the Municipality?

Options/Discussion: Council is required to fill a vacant seat for the remainder of this term of Council. Council has chosen to appoint a person willing to accept the appointment. Council must now select an applicant to appoint to fill the vacant seat.

The applications, which are public documents, have been included for your information and review.

Financial Considerations/Budget Impact: - none

Policy Impact: As per policy, the Municipal Act and the Municipal Elections Act.

Others Consulted:

Approved and Recommended by the Clerk

Melinda Reith,  
Municipal Clerk

*Melinda Reith*

## BY-LAW NUMBER 2018- 12

**BEING** a by-law to appoint a Member to Council for the Corporation of the United Townships of Head, Clara & Maria for the remainder of this term.

**WHEREAS** under the *Municipal Act, 2001 c.25*, S.O. 2001, s 263 (1) (a) a municipality shall fill the vacancy by appointing a person who has consented to accept the office if appointed;

**AND WHEREAS** Council policy and procedure, the Municipal Act and The Municipal Elections Act has been followed in advertising for and accepting applications;

**AND WHEREAS** Council has completed its voting process as per municipal policy;

**NOW THEREFORE** the Council of the United Townships of Head, Clara & Maria does enact as follows:

1. **THAT** \_\_\_\_\_ are hereby appointed to the Council for the Corporation of the United Townships of Head, Clara & Maria effective immediately be read a first time short and passed this 15<sup>th</sup> day of May, 2018.

**READ** a 1<sup>st</sup> time short and passed this 15<sup>th</sup> day of May, 2018.