

COMMUNICATION 131045

Received From: Stacey Blair, Clerk
Addressed To: Committee of the Whole
Date: March 10, 2020
Topic: Advisory Committees' Terms of Reference Template

SUMMARY

While a general terms of reference template has been adopted by Council for use by the Town's Advisory Committees and Boards, the specific roles and responsibilities still need to be defined. Attached to this report are the completed draft terms of reference for three of the Town's Advisory Committees. The remaining terms of reference will be forwarded upon completion.

BACKGROUND

This is a further report to Communication 130208 (November 12, 2019) and Communication 131002 (December 3, 2019), both of which were regarding the development and adoption of a Terms of Reference Template for the Town's Advisory Committees and Boards.

COMMENT

This report is being brought forward so that Council can consider the individual Roles and Responsibilities sections for each of the Committees.

The attached individual Terms of Reference(s) are based upon information received by the individual committees with regard to their respective roles and responsibilities. The information has been edited to remove any redundancies while maintaining the intent of the information received by the Committees. Attached to this report are the suggested Terms of Reference for the Urban Forest/River Corridor Committee, the Parks and Recreation Committee and the Accessibility Advisory Committee. The Terms of Reference for the remaining Committees will be brought forward in a subsequent report.

It is important to note that the Accessibility Advisory Committee is a legislated Committee and as such, its Terms of Reference are defined by the *Accessibility for Ontarians with Disabilities Act, 2005, as amended*.

Staff Recommendation:

THAT the Terms of Reference for the following Advisory Committees be approved:

- Urban Forest/River Corridor Committee
- Parks and Recreation Committee
- Accessibility Advisory Committee