Community Services Advisory Committee

Terms of Reference
Approved - Resolution 296-2010 – June 15, 2010

Mandate:

The Community Services Advisory Committee will provide advice to Council on the strategic direction, and recreational, cultural, and social implications of Town services, programs, facilities and related projects, as they pertain to community social fabric and identity.

Membership:

Council shall appoint the membership of this Committee annually at its organizational meeting. Committee make-up will be as follows:

a) Up to seven (7) members from the Community.
b) One (1) member from Town Council that will not assume the role of Committee Chair.
c) One (1) non-voting member from Town Administration who will act as a staff liaison and also fulfill the function of Secretary.
d) Quorum requires at least four voting members present.
e) Decisions are to be made based on majority vote of the members present.

Core Functions:

In order to assist Council, the Committee shall:

a) Meet once per month or as required.
b) Provide advice to Council on topics regarding the provision of Town Services.
c) Provide recommendations to Council, through Administration, on proposals and reports referred to the Committee.
d) Review and recommend to Council the awarding of Community and Council Grants.
e) Present a report on committee activities to Council at least one time per year Presentation delivered by Committee Chair or Administrative Representative.
f) Provide representation on the Mayors Awards for Volunteer Excellence award recipient selection committee
g) Liaise with other Committee's as required.
h) Perform other duties as directed by Council from time to time.

Last Updated June 15, 2010