



# Corporate Report

NO: R096

COUNCIL DATE: April 26, 2004

---

## REGULAR

TO: Mayor & Council                      DATE: April 23, 2004  
FROM: City Manager                        FILE: 0540-20  
SUBJECT: Terms of Reference for Parks & Community  
Services Committee

---

## RECOMMENDATION

That Council approve the Terms of Reference as described in 'Appendix A' (attached) for the Parks & Community Services Committee of Council.

## DISCUSSION

At the Regular Council meeting of April 5<sup>th</sup>, 2004, Council amalgamated the Social Planning Committee and the Parks, Recreation & Culture Commission and established a new committee called Parks & Community Services Committee. The attached Terms of Reference for this Committee reflect this 'broader' scope

Umendra Mital, P. Eng.

City Manager

# Terms of Reference

## **1.0 GOAL**

To enhance City's parks and other community services for the enjoyment and well being of current and future residents.

## **2.0 SCOPE**

The scope of Parks and Community Services include Parks, Recreation, Arts and Culture Services as well a broad range of activities undertaken by the City in support of the social well being of City's citizens. Such activities include children, youth and senior's programs, multicultural initiatives & training, community development & volunteer programs, use of city lands to community groups, the Community Grants Program and Affordable Home Ownership Program, etc.

## **3.0 RESPONSIBILITIES**

- To advise Council on new policies, critical priorities and future direction to respond to current and emerging needs and expectations of various communities in the City.
- To hear delegations and appeals by community groups, sports organizations and others and advise Council.
- To recommend a schedule of annual fees and charges for various Parks and other community services to Council for approval
- Consider other issues/tasks as may be assigned by the Council from time to time related to Parks and other community services and provide recommendations to Council.

## **4.0 MEMBERSHIP (Appointed by Council Annually)**

- Three Councillors, one as Chair
- One School Board trustee as chosen by the School Board
- Five Community representatives

## **5.0 MEETINGS**

- Meetings will be held at the call of the Chair, but not less than once every two months.
- Any member who is absent from three consecutive meetings of the Committee without reason satisfactory to the Committee, may be removed from the Committee.

## **6.0 STAFF SUPPORT**

- Appropriate staff support will be arranged by the City Manager, G.M. Parks, Recreation & Culture and the City Clerk.