



# TERMS OF REFERENCE PARKS, RECREATION, ARTS AND CULTURAL COMMITTEE

Authorizing or Mandating Legislation: None

Procedural By-law: By-law 55-2016, as amended from time to time

Approved: November 17, 2014

Evaluation Date: January 2021

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## 1.0 PURPOSE

To operate as a link between the community and Council and to make recommendations regarding:

**1.1** Increasing recreation, sports and cultural opportunities for all residents;

**1.2** The effective and efficient delivery of recreation services; and

**1.3** The effective and efficient operation and use of parks and facilities, including but not limited to, the area complex, marina cultural facilities, community halls and Migration Hall

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To promote the general betterment and positive self-image of our community using the identified strengths that exist in the community.

## 2.0 COMMITTEE PARTICULARS

**2.1 Type:** Standing

**2.2 Resources:**

2.2.1 Parks and Recreation Program Manager

2.2.2 Manager of Facilities and Property

2.2.3 Staff Support: As determined by the Parks and Recreation Program Manager and the Manager of Facilities and Property

2.2.4 Number of Council Members: Three

2.2.5 Number of Community Members: Three

**2.3 Term:** January, 2019 to November 14, 2022

**2.4 Meeting Frequency:** Monthly

**2.5 Remuneration:** \$100.00 per attendance

## 3.0 SCOPE OF WORK

The Committee shall:

**3.1** Identify recreation, arts and cultural issues and the diverse needs of the community

**3.2** Consult with the public and advisory committees to:

3.2.1 Improve and encourage full use of recreation, arts and cultural facilities and resources.

3.2.2 Encourage volunteerism to assist in these recreation, arts and cultural events.

**3.3** Develop highly effective working relationships with staff, recognizing that, there is an administrative office structure that is required to be followed when dealing with significant issues.

#### **4.0 REQUIRED SKILLS**

Communications      Risk Management      Stakeholder Relations  
Project Management