

Wapasu Committee

Terms of Reference

Council Resolution No. 2022-82

Effective Date: June 20, 2022

Purpose

The purpose of the Wapasu Committee is to ensure that the assist Council to accomplish its goals and objectives identified in the Strategic Plan with respect to providing recreational services to County residents and visitors within the Wapasu Conservancy Park and Recreational Area while adhering to the policies within the Wapasu Conservancy Park Area Structure Plan as well as the limitations of the annual budget.

Membership

The Committee shall consist of three (3) Councillors, one each from the following Divisions as they represent the County residents that are most likely to access and use the Wapasu Conservancy and Recreational Area:

- Division 2
- Division 4
- Division 5

The Reeve may attend a Committee meeting as an Ex-officio member but shall not be required to do so. When in attendance at the Committee meeting, the Reeve shall have the rights of any other member of the Committee.

Commencement of Term

The term of appointment commences after the initial Organizational meeting immediately after the general municipal election and generally ends at the conclusion of Council's term.

Chair

In accordance with the Council Procedural Bylaw, the Chair of the Committee shall be appointed at the annual Organizational meeting.

Quorum

A simple majority of the members of the Committee shall constitute a quorum.

Meetings

In accordance with the Council Procedural Bylaw, meetings of the Committee shall be called by the Committee Chair by way of the CAO and/or delegate, and notice must be given to the members of the Committee and the public at least twenty-four (24) hours prior to the scheduled meeting.

The agenda will be prepared by the CAO in conjunction with the Committee Chair.

The minutes of all the transactions of the Committee meeting shall be accurately recorded by Administration and circulated to the members of the Committee prior to the meeting.

The Wapasu Committee is required to meet at least once, but not more than four times annually unless approved by Council.

Decision Making

The Committee is an advisory committee that makes recommendations to Council. Recommendations are established through consensus where there is agreement by most of the participants.

Any minor objections at the Committee level are addressed by way of discussion.

Discussion and any ensuing recommendations are intended to be primarily limited to:

1. Capital budget items and needs
2. Proposed changes to level of service
3. Procurement opportunities
4. Emergent items that negatively impact the image of the County

The Committee may also request Council authorization and direction to investigate and research new initiatives that the Committee thinks would assist Council to achieve its Strategic Plan.

Reporting

The Committee is required to report any relevant information and/or recommendations at the Council meeting immediately following the Committee meeting.

No action of the Committee, unless power to take such action is expressly conferred on the Committee, shall be binding on the County unless and until the same has been reported to Council by the Committee, and such report has been adopted by Council.

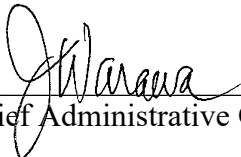
Administration

The CAO and/or his/her designate and relevant department personnel shall attend the Committee meeting.

Administration shall be involved with providing the information in support of the agenda.

June 20, 2022

Date



Chief Administrative Officer