

## Report to Council

<b>Report Title:</b>	Brockton Parks and Recreation Committee Terms of Reference		
<b>Prepared By:</b>	Sarah Johnson, Deputy Clerk, Fiona Hamilton, Director of Legislative and Legal Services (Clerk) and Mark Coleman, Director of Community Services		
<b>Department:</b>	Parks and Recreation		
<b>Date:</b>	March 8, 2022		
<b>Report Number:</b>	REC2022-05	<b>File Number:</b>	C11REC, C08
<b>Attachments:</b>	Draft Brockton Parks and Recreation Committee Terms of Reference		

### Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number REC2022-05 – Brockton Parks and Recreation Committee Terms of Reference, prepared by Sarah Johnson, Deputy Clerk, Fiona Hamilton, Director of Legislative and Legal Services (Clerk), and Mark Coleman, Director of Community Services and in doing so approves a By-Law coming forward to adopt the revised Terms of Reference for the Brockton Parks and Recreation Committee.

### Report:

#### Background:

In 2020, Staff underwent a review of all Brockton's Committee and Local/Boards, bringing forward a number of reports including various general recommendations for all Committees/Boards, and specific recommendations for each Committee/Board.

On December 8, 2020 Council formally adopted the recommendations from the Review as per Resolution 20-27-20, including the recommendation that the Walkerton Parks and Recreation Committee's mandate be amended to rename the Committee as a Brockton Parks and Recreation Committee and reflect its role of representing recreation throughout all of Brockton, as well as creating a separate Project Management Committee to assist with planning for new facilities for the Municipality.

#### Analysis:

The Brockton Parks and Recreation Committee acts in an advisory capacity to advise and support the efforts of the Brockton Parks and Recreation Department and staff on all aspects of the provision of leisure and recreation services throughout the Municipality of Brockton, and promoting and maintaining communication with the public on parks, trails and recreation needs.

The Director of Community Services and Clerk’s Department reviewed the former Terms of Reference and mandate of the Walkerton Parks and Recreation Committee, and updated the Committee’s Terms of Reference to be accurate and consistent in format. The Brockton Parks and Recreation Committee also reviewed and approved the draft Terms of Reference.

Staff have developed a draft Terms of Reference for the Brockton Parks and Recreation Committee which has been attached to this report for Council’s information.

The Terms of Reference include the Committee’s mandate, structure, term, administrative process, and financial considerations. The Committee is proposed to consist of no less than seven (7) voting members appointed by By-law. The Committee is composed of residents residing in the Municipality of Brockton who demonstrate a strong commitment to overall parks and recreation services and benefits. The Director of Community Services attends all Committee meetings and act as a staff resource on the Committee in a non-voting capacity.

Staff recommend that Council approve the revised Terms of Reference for the Brockton Parks and Recreation Committee.

**Strategic Action Plan Checklist:**

What aspect of the Brockton Strategic Action Plan does the content/recommendations in this report help advance?		
• Recommendations help move the Municipality closer to its Vision		Yes
• Recommendations contribute to achieving Heritage, Culture, and Community		Yes
• Recommendations contribute to achieving Quality of Life		Yes
• Recommendations contribute to achieving Land Use Planning and the Natural Environment		N/A
• Recommendations contribute to achieving Economic Development		N/A
• Recommendations contribute to achieving Municipal Governance		Yes

**Financial Impacts/Source of Funding:**

- Do the recommendations represent a sound financial investment from a sustainability perspective?  
N/A

**Reviewed By:**



Trish Serratore, Chief Financial Officer

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**Respectfully Submitted by:**



Sarah Johnson, Deputy Clerk



Fiona Hamilton, Director of Legislative and Legal Services (Clerk)



Mark Coleman, Director of Community Services

**Reviewed By:**



Sonya Watson, Chief Administrative Officer