

Report to Council

Report Title:	Brockton Child Care Centre Committee Terms of Reference		
Prepared By:	Sharon Bross, Brockton Child Care Centre Supervisor and Fiona Hamilton, Clerk		
Department:	Child Care		
Date:	April 13, 2021		
Report Number:	BCCC2021-01	File Number:	C11BR, C12
Attachments:	Draft Terms of Reference		

Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number BCCC2021-01 – Brockton Child Care Centre Committee Terms of Reference, prepared by Sharon Bross, Brockton Child Care Centre Supervisor and Fiona Hamilton, Clerk and in doing so approves a By-law coming forward to adopt the Committee’s revised Terms of Reference.

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 Brockton Child Care Committee’s mandate be amended to reflect its role as more than just an advisory Committee.

Analysis:

The Brockton Child Care Centre Committee acts in an advisory and promotional capacity to the administration, in working with all levels of government and in building links with education, public health, the community and parents, with the aim of helping children to be successful in school and later in life.

The Brockton Child Care Centre Supervisor and Clerk reviewed the former Terms of Reference and mandate of the Brockton Child Care Centre Committee, and updated the Committee’s Terms of Reference to be accurate and consistent in format. Staff have developed a draft Terms of Reference for the Brockton Child Care Centre 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 three (3) and no more than seven (7) voting members appointed by By-law. The majority of Committee members will consist of parents of children attending the Brockton Child Care Centre. Council may allow for at least one (1) other member at large. The Child Care Centre Supervisor and Assistant Supervisor attend all Committee meetings and act as staff resources on the Committee in a non-voting capacity.

Staff recommend that Council approve the revised Terms of Reference for the Brockton Child Care Centre Committee.

The Municipality is also advertising for Committee members through the April Brockton Buzz, Municipal website, and social media. Applications are due April 22, 2021 at 4:00 p.m. and are to be sent to the Clerk. A revised Committee Appointment By-Law will come forward to Council on April 27, 2021 to appoint the new member(s). One call for members has already been circulated to parents of children attending the Brockton Child Care Centre and some applications have been received.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- Do the recommendations help move the Municipality closer to its Vision? Yes
- Do the recommendations contribute to achieving Cultural Vibrancy? Yes
- Do the recommendations contribute to achieving Economic Prosperity? Yes
- Do the recommendations contribute to Environmental Integrity? N/A
- Do the recommendations contribute to the Social Equity? 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

Respectfully Submitted by:



Sharon Cross, Brockton Child Care Centre Supervisor



Fiona Hamilton, Clerk

Reviewed By:



Sonya Watson, Chief Administrative Officer