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Town of Aurora

Community Advisory Committee

Terms of Reference

Purpose

The Community Advisory Committee is formed to support and advise Town staff in various issues that affect the Town of Aurora as a whole. The Committee is the result of combining the Parks, Recreation and Cultural Services Advisory Committee and the Trails and Active Transportation Committee from the previous term.

The mandate of the Committee is meant to be broad and include matters and initiatives outside the jurisdiction of other, narrower-mandated committees.

Membership

The Committee will be composed of up to ten (10) members, as follows:

- One (1) member of Council; and
- Up to nine (9) citizen members selected by Council.

In making its citizen appointments, Council will look for members of the public with different and diverse backgrounds to support the types of items that the Committee will consider.

Term

The 2018-2022 Term of Council.

Remuneration

None.

Duties and Functions

- To support and advise Town staff on initiatives and matters relating to the Community Services department of the Town, including Recreation, Facilities and Cultural Services;
- To support and advise Town staff on initiatives and matters relating to the Operational Services department of the Town, including Parks and Infrastructure Operations; and
- To support and advise Town staff on initiatives and matters relating to the Planning and Development Services department of the Town, including Trails, Traffic and Engineering.

Reporting

The Committee shall advise staff on initiatives and matters that will go before General Committee and Council for approval.

Meeting Time and Location

The Committee will meet on the third Thursday of every second month at 7 p.m., with the exception of July and August. Additional meetings of the Committee may be called by the Chair to address urgent matters.

Staff Support

Staff Liaisons will consist of staff from the Community Services, Operational Services, and Planning and Development Services departments, depending on which items are on a given agenda.

The Legislative Services division will provide administrative support services to the Committee.