

DRAFT - Terms of Reference

ATTACHMENT TO
STANDING COMMITTEE
MINUTES DATED
NOV. 25, 2014.

NAME OF COMMITTEE:

Hinton Recreation Centre Advisory Board

KEY DUTIES / OUTCOMES / PURPOSE / MANDATE:

- Improved communications and interactions between key stakeholders of the recreation centre
- Enhanced efficiencies of the recreation centre operations through open dialogue
- Dialogue between the community and the recreation centre to review programming and overall recreation centre utilization
- Act as a conduit for recreation centre information to the community and vice versa
- Advise on issues as requested by Council

TYPE OF COMMITTEE: (advisory, task etc.)

- The Hinton Recreation Centre Advisory Board will act in an advisory capacity to the Town Council and Administration

MEMBERSHIP COMPOSITION:

The Advisory Board shall consist of up to five (5) members who shall be appointed by Council and will be structured as follows:

- 2 Council Members
- 3 member of the community-at-large
- Town of Hinton Administration acting in a support (non-voting) capacity including the Director of Community & Protective Services and/or the Recreation & Culture Manager

DURATION OF SERVICE:

- Terms of reference and effectiveness of the Committee evaluated annually by membership and Council

MEETINGS:

- At minimum 6 meetings per year (bi-monthly)

RESOURCES:

- Town of Hinton Administration including but not limited to the Director of Community & Protective Services and Recreation & Culture Manage