

PARKS AND RECREATION COMMITTEE TERMS OF REFERENCE

Purpose	To act as an advisory body to Council and Administration regarding matters pertaining to community parks, and recreation.
Membership	<ul style="list-style-type: none">• One (1) Town Council member; appointed as Chair (Non-Voting)• Eight (8) Public-at-Large representatives (including one senior and one youth, if possible)• One (1) Spray Lake Sawmills Family Sports Centre Board of Directors Member• One (1) Local School Divisions Member (Non-Voting)• One (1) Member – Cochrane & District Ag Society (Non-Voting)
Quorum	50% +1
Authority	<p>The Committee will:</p> <ul style="list-style-type: none">• Review and discuss:<ul style="list-style-type: none">◦ Community parks and recreation services that exist or may be needed;◦ The most effective use of the parks and recreation infrastructure and programming in the community.• Invite and receive submissions from community groups and Administration with respect to creating and enhancing recreational opportunities.• Review any parks and recreation issues referred to the Committee by Council.• Make recommendations to Council and Administration on projects or programming and to create and enhance parks and recreation opportunities.• Review and provide input into Capital Budgets.• Comply with the Town of Cochrane Procedural Bylaw and Municipal Government Act.
Meetings	Meetings are scheduled on the 4 th Tuesday of every month.
Member Term	May be appointed for 1-3 years; maximum of 2 consecutive terms unless approved by special motion of Council.
Committee Term	On-going
Funding	As authorized by Council during the annual budget cycle.
Approval Date	October 28, 2024 (RES # 208/10/24)