

## **PARKS AND RECREATION COMMITTEE TERMS OF REFERENCE**

<b>Purpose</b>	To act as an advisory body to Council and Administration regarding matters pertaining to community parks, and recreation.
<b>Membership</b>	<ul style="list-style-type: none"><li>• One (1) Town Council member (not eligible for Chair position)</li><li>• Eight (8) Public-at-Large representatives (including one senior and one youth, if possible)</li><li>• One (1) Member ~ SLS Centre</li><li>• One (1) Local School Divisions Member (Non-Voting)</li><li>• One (1) Member – Cochrane &amp; District Ag Society (Non-Voting)</li></ul>
<b>Quorum</b>	50% +1
<b>Authority</b>	<p>The Committee will:</p> <ul style="list-style-type: none"><li>• Review and discuss:<ul style="list-style-type: none"><li>◦ Community parks and recreation services that exist or may be needed;</li><li>◦ The most effective use of the parks and recreation infrastructure and programming in the community.</li></ul></li><li>• Invite and receive submissions from community groups and Administration with respect to creating and enhancing recreational opportunities.</li><li>• Review any parks and recreation issues referred to the Committee by Council.</li><li>• Make recommendations to Council and Administration on projects or programming and to create and enhance parks and recreation opportunities.</li><li>• Review and provide input into Capital Budgets.</li><li>• Comply with the Town of Cochrane Procedural Bylaw and Municipal Government Act.</li></ul>
<b>Meetings</b>	Meetings are scheduled on the 4 <sup>th</sup> Tuesday of every month.
<b>Member Term</b>	May be appointed for 1-3 years; maximum of 2 consecutive terms unless approved by special motion of Council.
<b>Committee Term</b>	On-going
<b>Funding</b>	As authorized by Council during the annual budget cycle.
<b>Approval Date</b>	November 24, 2025 (RES # 218/11/25)