

Terms of Reference: Sherbrooke Lake Access Advisory Committee

Version: December 2014

Approved: December 9, 2014

Membership	<p>The Sherbrooke Lake Access Advisory Committee shall consist of the following members:</p> <ul style="list-style-type: none">• Maximum of ten residents and/or property owners of the Municipality of the District of Lunenburg and the Municipality of the District of Chester to be appointed by Council. At least five of the members must be appointed from the District of Lunenburg.• The Chair will be voted on by the committee members appointed and will serve for a one year term. The position of Chair will be voted on annually by the members of the Committee.• The Director of Recreation Services or a designated staff member will sit on the committee in an advisory role. A meeting cannot be held without a staff member in attendance.• Terms begin in January 2015.• The committee members will remain on the committee until the mandate of this Committee is carried out.
Mandate	<p>To provide broad based community advice to the Municipality of the District of Lunenburg and provide options available for establishing public access to Sherbrooke Lake.</p> <p>To engage the public using various methods (i.e. questionnaires, public meetings) to ensure community input throughout the process of determining public access to Sherbrooke Lake.</p>
Meetings	<p>The Committee shall meet at least quarterly with the Director of Recreation Services or their designate. Any additional meetings of the Committee will be determined by the Chair and the Director of Recreation Services or their designate on an as-needed basis.</p> <p>Minutes of committee meetings will be made available to the public through Municipal staff after their approval by the Committee.</p> <p>Committee meetings will be open to the public, unless determined by members of the Committee to move in-camera for matters of personnel, legal affairs, or any other matter authorized under the Municipal Government Act. Meetings will be advertised on the Municipal website.</p> <p>Municipal recreation staff will be responsible to advertise in the local paper:</p>

Terms of Reference: Sherbrooke Lake Access Advisory Committee

Version: December 2014

Approved: December 9, 2014

	<ul style="list-style-type: none">• When there is a vacant position on the Committee an ad will be posted seeking interested individuals who have a vested interest in public access to Sherbrooke Lake to submit an application to serve on the Committee as per the membership criteria. All Committee member appointments will be made by Council. <p>Individuals that are appointed as Committee members shall serve in a volunteer capacity and thus, will not receive any remuneration for serving on the committee.</p>
Identified Responsibilities	<p>The following are a list of committee responsibilities:</p> <ol style="list-style-type: none">1. Assist staff in the objective determination of the level and nature of the public interest in having access to Sherbrooke lake. (i.e. questionnaire)2. Identify possible locations for public access.3. Present the results of deliberations, investigations and input sought (i.e. questionnaires) through various public formats to gain further input from the wider public concerning public access to Sherbrooke Lake.4. Recommend to Council locations(s) for access.5. Recommend to Council the nature and extent of public access envisioned for the lake based on public input and considering the protection of the lake environment.6. Identify avenues to pursue for successful implementation considering any potential impediments.7. Review best practices that would provide information to the committee and Council in making decisions concerning public access to Sherbrook Lake.8. Work with recreation staff to establish a community solution concerning public access to Sherbrooke Lake.9. To bring forth concerns, issues, and ideas from the community concerning public access to Sherbrooke Lake.10. The Chair of the Committee may be requested to provide updates to Council.11. All statements made to the media will be made by a staff, Mayor or Councillor as determined by Council.
Resources	<p>The Committee will have recreation staff support.</p> <p>The Committee shall, where circumstances warrant, request advice or assistance from other departments, for example, Municipal Planning Departments that have dealt with lake development and public access issues.</p> <p>The Committee may invite resource people to committee</p>

Terms of Reference: Sherbrooke Lake Access Advisory Committee

Version: December 2014

Approved: December 9, 2014

	<p>meetings as needed.</p> <p>The Committee will have access to all information that would be available at the Land Registry Office and to any public municipal records.</p>
--	--