

April 3, 2018

Municipality of Whitestone

Terms of Reference for Walking Trail Committee

Purpose: The Committee will maintain and promote the walking trails in Whitestone. In the maintenance agreement with the MNR it does allow staff to do work on the trails but the main effort for trail maintenance (i.e. small brush removal, flagging, board walk repairs, and leaf blowing etc) will be done by the committee's volunteers.

Mechanics of Operation:

Appointments:

- Members of the Committee will be appointed by Council.
- Council will determine the number of members to sit on the Committee.
- Council will also determine the term of office (usually the 4 year term of Council).
- Committee members shall consist of up to two (2) Members of Council as non-voting members and all Members at Large.

Meetings:

- Shall be held at least once a year to determine budget and maintenance schedule. All other meetings at the call of the Chair.

Minutes:

- A Secretary shall be appointed by the Committee to record and submit Minutes to Council.

Chairperson:

- The Committee shall appoint a Chair.

Quorum:

- A quorum shall consist of 50% of voting members plus one (1) of the membership.

The Committee:

- Recognize that Council will only act on recommendations in the form of Resolutions made by the Committee.
- Recognize that Council ultimately has the discretion of approving, amending or defeating a Recommendation.

Council:

Undertakes to refer related matters to the Committee for comment unless there is a valid reason not to do so.