

The Corporation of the Township of Whitewater  
Region By-law Number 20-03-1274

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**A by-law to adopt Terms of Reference for Council  
Standing Committees**

**Whereas,** Standing Committees are established pursuant to the Procedural By-law subject to the adoption of Terms of Reference; and

**Whereas,** Council of the Township of Whitewater Region deems it expedient and necessary to adopt Terms of Reference for its standing committees;

**The Council of the Corporation of the Township of Whitewater  
Region enacts as follows:**

1. That the following Terms of Reference, forming part of this by-law, are deemed adopted:

**Schedule A – Development & Planning Committee**

**Schedule B – Environmental Services Committee**

**Schedule C – General Government Committee**

**Schedule D – Protective Services Committee**

**Schedule E – Parks & Recreation Committee**

**Schedule F – Transportation Services Committee**

2. That By-law 18-11-1121 is hereby repealed.
3. This by-law shall come into full force and effect upon passing.

**Read a first, second and third time and finally passed this 4th  
day of March, 2020.**

  
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**Michael Moore, Mayor**

  
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**Carmen Miller, Clerk**

**Schedule "A" to By-law 20-03-1274  
Whitewater Region  
Development & Planning Committee**

**1. Mandate**

The Development & Planning Committee is a standing committee of Council of the Township of Whitewater Region. It reviews for recommendation to Council reports, policies, projects and levels of service specific to economic development and planning functions.

**2. Focus**

The Development & Planning Committee's areas of focus are generally as follows:

- Planning Act and Provincial Policy Statement Matters
- Zoning and Official Plan
- Committee of Adjustment, including Minor Variances
- Severances
- Development Agreements
- Community Improvement Planning & Grants
- Economic Development/Tourism
- Business Attraction & Growth
- Industrial Park
- Tourism & Tourism Booth
- Special Events.

**3. Composition**

The Development & Planning Committee is comprised of all members of Council.

The Chair and Co-Chair shall be appointed on the recommendation of the Mayor in keeping with the Procedural By-law.

The Chair will preside over the portion of the Council meeting dedicated to development & planning items and serves as a sounding board and Council-liaison for the responsible departments.

**Schedule "B" to By-law 20-03-1274  
Whitewater Region  
Environmental Services Committee**

**1. Mandate**

The Environmental Services Committee is a standing committee of Council of the Township of Whitewater Region. It reviews for recommendation to Council reports, policies, projects and levels of service specific to environmental services functions.

**2. Focus**

The Environmental Services Committee's areas of focus are generally as follows:

- Wastewater
- Stormwater & Drainage
- Drinking Water
- Watershed Matters
- Solid Waste & Waste Diversion
- Utilities
- Energy
- Climate Change
- Tile Drainage.

**3. Composition**

The Environmental Services Committee is comprised of all members of Council.

The Chair and Co-Chair shall be appointed on the recommendation of the Mayor in keeping with the Procedural By-law.

The Chair will preside over the portion of the Council meeting dedicated to environmental services items and serves as a sounding board and Council-liaison for the responsible departments.

**Schedule "C" to By-law 20-02-12  
Whitewater Region  
General Government Committee**

**1. Mandate**

The General Government Committee is a standing committee of Council of the Township of Whitewater Region. It reviews for recommendation to Council reports, policies, projects and levels of service specific to general government functions.

**2. Focus**

The General Government Committee's areas of focus are generally as follows:

- Governance
- Administration & Corporate Management
- Strategic Planning
- Financial Services, including Audit & Budget
- Legislative Services
- Legal Matters and Risk Management/Insurance
- Information Technology
- Human Resources & Labour Relations
- Health & Safety
- Intergovernmental Relations
- Accessibility.

**3. Composition**

The General Government Committee is comprised of all members of Council.

The Chair and Co-Chair shall be appointed on the recommendation of the Mayor in keeping with the Procedural By-law.

The Chair will preside over the portion of the Council meeting dedicated to general government items and serves as a sounding board and Council-liaison for the responsible departments.

**Schedule "D" to By-law 20-02-12  
Whitewater Region  
Protective Services Committee**

**1. Mandate**

The Protective Services Committee is a standing committee of Council of the Township of Whitewater Region. It reviews for recommendation to Council reports, policies, projects and levels of service specific to protective services functions.

**2. Focus**

The Protective Services Committee's areas of focus are generally as follows:

- Fire Services, including Prevention, Education & Suppression
- Policing & Community Safety
- Emergency Management
- Building Code Matters
- By-law Enforcement
- Property Standards
- Animal Control.

**3. Composition**

The Protective Services Committee is comprised of all members of Council.

The Chair and Co-Chair shall be appointed on the recommendation of the Mayor in keeping with the Procedural By-law.

The Chair will preside over the portion of the Council meeting dedicated to protective services items and serves as a sounding board and Council-liaison for the responsible departments.

**Schedule "E" to By-law 20-03-12  
Whitewater Region  
Parks & Recreation Committee**

**1. Mandate**

The Parks & Tourism Committee is a standing committee of Council of the Township of Whitewater Region. It reviews for recommendation to Council reports, policies, projects and levels of service specific to recreation and tourism functions.

**2. Focus**

The Parks & Recreation Committee's areas of focus are generally as follows:

- Arenas
- Beaches & Boat Launches
- Parks & Trails
- Active Living, Sports & Recreation
- Arts, Culture and Heritage
- Library & Museum
- Community Grants.

**3. Composition**

The Parks & Recreation Committee is comprised of all members of Council.

The Chair and Co-Chair shall be appointed on the recommendation of the Mayor in keeping with the Procedural By-law.

The Chair will preside over the portion of the Council meeting dedicated to recreation & tourism items and serves as a sounding board and Council-liaison for the responsible departments.

**Schedule "F" to By-law 20-03-12  
Whitewater Region  
Transportation Services Committee**

**1. Mandate**

The Transportation Services Committee is a standing committee of Council of the Township of Whitewater Region. It reviews for recommendation to Council reports, policies, projects and levels of service specific to transportation functions.

**2. Focus**

The Transportation Services Committee's areas of focus are generally as follows:

- Roads & Road Allowances
- Traffic
- Winter Control
- Parking
- Street Lighting
- Pembroke & Area Airport
- Crossing Guards.

**3. Composition**

The Transportation Services Committee is comprised of all members of Council.

The Chair and Co-Chair shall be appointed on the recommendation of the Mayor in keeping with the Procedural By-law.

The Chair will preside over the portion of the Council meeting dedicated to transportation services items and serves as a sounding board and Council-liaison for the responsible departments.