



REPORT | ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED: November 19, 2013

REPORT: 13-111

FROM: Resort Experience

FILE: 8360

SUBJECT: RECREATION AND LEISURE ADVISORY COMMITTEE

COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

That the recommendation of the General Manager of Resort Experience be endorsed.

RECOMMENDATION

That Council approve the proposed amendments to the Recreation and Leisure Advisory Committee's Terms of Reference, attached as Appendix A to Administrative Report No. 13-111; and further

That Council direct staff to advertise for positions on the Recreation and Leisure Advisory Committee.

REFERENCES

Appendix A - Draft Amended Terms of Reference Recreation and Leisure Advisory Committee

PURPOSE OF REPORT

The purpose of this report is to secure Council approval to amend the Recreation and Leisure Advisory Committee's Terms of Reference. The amended Terms of Reference is provided in Appendix A. Additionally, this report also seeks Council direction to advertise for committee members as the Committee's term has come to an end.

DISCUSSION

In April 2012 Council approved a Terms of Reference for a Recreation and Leisure Advisory Committee (RLAC). RLAC considers indoor and outdoor recreation and leisure opportunities, services and issues, and is guided by the goals, objectives and policies of senior municipal documents. The departments of Resort Experience and Community and Corporate Services share administrative responsibilities.

The Recreation and Leisure Advisory Committee first met in September 2012 and concluded its first term in October 2013. At the October meeting Committee members and staff discussed a number of potential changes to the Terms of Reference to improve effectiveness. These changes are proposed to be included in the amended Terms of Reference:

2. Role and Mandate

- 2.2. Update the list of senior municipal documents that guide Committee recommendations. Proposed to be included are the *Economic Partnership Initiative* report and the *Corporate Plan*. The *Council Action Plan* is proposed to be deleted. The *Recreation Master Plan* is amended to be the *Recreation and Leisure Master Plan*.

3. Composition

3.1, 3.2, 3.3. Two additional voting positions are proposed. These are to be assigned to Tourism Whistler and Howe Sound School District 48 at their discretion. If filled this would increase Committee size to nine voting members. This is proposed as a means to better enable their participation in the Committee.

4. Appointments

- 4.5. The length of Committee term is proposed to change from one to two years. The Committee members and staff felt that it takes considerable time to get members “up to speed” and that a one year term was insufficient for Committee members to be effective. A two year term is also consistent with most other municipal advisory committees.
- 4.7. In order to avoid a complete turn-over of Committee membership at the end of a term, it is proposed that Council make appointments within three months of the end of any community members’ term, rather than at the beginning of each calendar year.
- 4.10. A line stating that “individuals missing three consecutive meetings without due cause will be asked to resign from the Committee” is proposed to be added.

WHISTLER 2020 ANALYSIS

A Recreation and Leisure Advisory Committee is supportive all of the objectives and descriptions of success of the W2020 Recreation and Leisure Strategy.

BUDGET CONSIDERATIONS

A modest administrative budget will continue to be included as part of the municipal operational budgeting process. All members will be expected to serve without financial remuneration. Member expenses will not be reimbursed unless pre-approved by the Committee.

COMMUNITY ENGAGEMENT AND CONSULTATION

Following Council approval of the report’s recommendations staff will advertise for Committee members in local media and upon the municipal website.

SUMMARY

Proposed amendments to the Recreation and Leisure Advisory Committee’s Terms of Reference will improve Committee and staff effectiveness.

Respectfully submitted,

Martin Pardoe
MANAGER RESORT PARKS PLANNING
for
Jan Jansen
GENERAL MANAGER RESORT EXPERIENCE