

Exeter Pool Design and Construction Committee

Terms of Reference

Name:	Exeter Pool Design and Construction Committee
Reports to:	Council
Support:	Community Services Manager
Type:	Advisory Committee of Council
Established:	Approved:

Introduction:

The Design & Construction Committee has been created to advise and make recommendations to Council on the design and construction of the Exeter Pool. This group is intended to serve a specialized function in assisting the Exeter Pool project to move forward.

Purpose:

The purpose of the *Design & Construction Committee* is to assist in the development for the design and construction of the Exeter Pool project within the space program and budgetary parameters of the Municipality of South Huron over the next nine months.

Objectives:

The objectives of the Design & Construction Committee include:

- Act as a resource and advisory body on the Exeter Pool Project to Council

- Make final recommendations to Council on design and construction scope

Chairperson & Reporting Relationship:

- The Chairperson shall hold a citizen's position on the Project Steering Committee and will report decisions and recommendations on the Committee's behalf to the Project Steering Committee.
- Recruitment of members of this Committee will be assisted by the Chairperson

Committee Membership, Compensation & Structure

Membership on the Design and Construction Committee will consist of the following:

Councillor Deluca

(1) Member from the Optimist Club

(1) Member from the Public

Chief Administrative Officer

Remuneration for the Public Member shall be for mileage (not including meetings) and reasonable expenses incurred in accordance with South Huron Corporate policies

Remuneration for Council members shall be in accordance with South Huron Council Remuneration Policies

Decisions of the Design and Construction Committee shall be reached by consensus

Committee Term:

It is anticipated that the Design and Construction Committee for the Community Hub/Recreation Centre will span up to nine (9) months.

Quorum

The quorum will be made up of the members that are present.

Resources

- The Municipality of South Huron will provide staff resources to the Steering Committee including coordinating and arranging meetings,

agendas, note taking (summary and action items), distribution of materials, and other administrative functions.

Terms of Reference Amendments

The Steering Committee may from time to time make changes to the TOR based on the following conditions:

Proposed changes were achieved by consensus of the Steering Committee members.

Proposed changes shall be presented to Council for consideration.

Changes required ratification by Council through resolution.

Conflict of Interest

The *Municipal Act* shall bind the members of the Committee as it relates to confidentiality, conflict of interest, closed sessions, and any other requirement under the *Act*, which pertain to the conduct of officials.

Indemnities to Committee Members and Others

Committee members shall be covered by the municipality's general liability insurance policy as it relates to Committees of Council activities.

Review and Update of the Terms of Reference

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Proposed changes shall be presented to Council for consideration.

Changes required ratification by Council through resolution.