



City of White Rock Cultural Committee

TERMS OF REFERENCE

*Council adopted on March 9, 2009
(2009-128)*

1. Mandate

The mandate of the Cultural Committee is:

- a) to advise Council on creating and supporting sustainable cultural initiatives and to embrace a vision that honors the past, celebrates the present and plans for the futures.
- b) to actively support different cultural celebrations including performing, arts, music, dance, painting, literature, visual arts, architecture, and special events.
- c) to liaise between the Semiahmoo First Nation, Tourism White Rock, WR BIA, other Committees and Community Stakeholders to build interest and participation in arts and cultural activities.

Deliverables include:

- a) establish a Workplan based on the mandate for Councils approval
- b) advice on the Interim Cultural Strategy.
- c) Liaise with other Committees, community stakeholders, and the media to promote the arts and cultural initiatives in White Rock.

2. Tenure

The tenure of the Committee shall be from the first of January to the thirty-first of December of each calendar year unless that term is varied by Council resolution.

3. Membership

- (a) Pursuant to the Procedures Bylaw and provincial legislation, Committee membership shall be not less than five and not more nine members in size. One Councillor may be appointed as a Committee liaison, but as a non-voting member.
- (b) The Chair of the Committee shall be a member of the public selected by Council for the term of one calendar year.
- (c) If a member:
 - I Fails to attend 3 consecutively held meetings of the Committee, OR
 - II Fails to attend a Committee meeting in any 60 day period, providing a meeting of the Committee is held in that 60 day period (whichever is the longer period of time) and
 - III Unless the absence is because of illness; or
 - IV Unless the absence is with the express leave of the Chair, the appointment of the member shall be revoked.

- (d) Any person with particular expertise, including municipal staff, may be invited by a Member of the Committee to attend a Committee meeting in order to provide information or advice, but only Members appointed by City Council may vote on issues coming before the Committee.

4. Meeting Frequency

- (a) Meetings shall be held at the call of the Chairperson. The Committee shall mutually agree to and publish an annual yearly meeting schedule at their inaugural meeting. Meetings may be held monthly but no less than quarterly. All meetings are open to the public unless designated in camera by the Committee.
- (b) The quorum of the meeting shall be determined by a simple majority of the appointed members.
- (c) Minutes of the Committee shall be provided by the Office of Corporate Services or their designate, and forwarded to Council for information and action as required.
- (d) The Committee's terms of reference, meeting schedule, minutes and annual report shall be posted on the City's website.

5. Remuneration

Committee members shall serve without remuneration.