

Health Wellness and Fitness and Active Transportation Advisory Committee

Purpose

The mandate of the Health, Wellness, Fitness and Active Transportation Advisory Committee is to support and advise on the implementation of health, wellness fitness and active transportation initiatives within the Municipality.

The Health, Wellness, Fitness and Active Transportation Advisory Committee shall:

- a) Research and gather information on best practices active transportation networks. Active transportation networks may include pedestrian and cycling facilities and multi-use pathways (MUPs), trails, walkways, sidewalks, shoulders and waterways that support non-vehicular transportation;
- b) Provide information on active transportation, health wellness and fitness initiatives for North Grenville residents.
- c) Advise on the maintenance or development of MUP's within or connecting Municipal parks (existing or proposed), including signage or trail markers;
- d) Review and advise on the Master Transportation Plan, Commuter Cycling Plan, and Official Plan, **?waterway access strategy?** as applicable to active transportation and community health;
- e) Review and advise on the Parks and Recreation Master Plan, and the ;
- f) Review and advise on proposed capital purchases related to Health, Wellness and Fitness, and Active Transportation.

The Committee shall consider the shared priorities of the Community Strategic Plan, Committee Handbook, and Procedural By-Law.

Membership and Commitment

The Committee shall be comprised of a minimum of four (4) and a maximum of nine (9) volunteer members, the mayor as an ex-officio member, and up to two (2) members of Council, all of whom have voting rights. A representative from the Ferguson Forest Centre and the Kemptville Campus Education and Community Centre may be appointed at the discretion of the Council. A staff person(s) from Parks, Recreation, and Culture may also attend meetings as a liaison(s) to the Municipality.

In considering the appointment of members to the Committee, Council shall consider the following:

- a) influential decision makers (current and retired) from various business/industry sectors;

b) individual members willing to take on specific responsibilities for specific areas of the program;

c) the individual's qualifications and commitment as they relate to the Council adopted programs/policies; and

d) availability of members to participate in the programs/policies and attend Committee meetings.

The Municipality of North Grenville is committed to advancing equity, diversity, and inclusion in every aspect of its work, including appointments to advisory committees. An increase in diversity can help promote equal opportunities and memberships with a diversity of lived experiences. A more diverse membership will contribute to the work of each advisory committee. Each advisory committee shall endeavour to have balanced representation from various equity- and inclusion-seeking groups including, but not limited to, people with disabilities, francophones, Indigenous people, newcomers, older adults, racialized community members, rural residents, 2SLGBTQIA+, those facing socioeconomic disadvantage, women, minority faith-based and spiritual group members, and youth.

Can we add something in here about committee member commitment expectations? In light of low attendance at times and the inability to meet quorum. Or is there any way we can adjust the quorum requirements to include a secondary way to move items forward such an email vote, if an item is stalled for a specified time?

The Committee, by a majority vote of its members, may recommend to the Council to remove any member of the Committee who does not fulfil their obligations under their appointment.

Committee Chair

The Committee shall elect a Co-Chair from among its volunteer members. The position will be elected by a secret ballot by most of the Committee's voting members. A Member of Council will act as a Co-Chair.

The Co-Chairs will have a concurrent four-year term. In the absence of the Co-Chairs, the Committee shall appoint an Acting Chair.

The Co-Chairs will present the Committee's reports and recommendations to the Council, as required, with staff support.

Advisory Experts

The Committee may invite additional content experts to attend regular meetings and present at specific meetings to meet its mandate.

Meetings

The Committee shall meet at least six times a year – either in person or via an accessible virtual platform. Additional meetings shall be held at the call of the Co-Chairs. Agenda packages will be sent out the week prior to the meetings and published on the Municipality’s website. Draft minutes will be distributed by email to each Committee member by the Parks, Recreation, and Culture department within one (1) week following the meeting.

Quorum

The Quorum of the Committee shall be a majority of the appointed.

Votes by the Committee will be held at regular or special meetings. The decision making of the group shall be by majority vote.

Department Jurisdiction

Parks, Recreation, and Culture - The Director is responsible for ensuring that all associated legislative responsibilities to the Committee are fulfilled.

Staff Contact

Parks, Recreation, and Culture Clerk

Administrative Support

The Clerk delegates authority to the Parks, Recreation, and Culture Executive Assistant to provide minute taking. **Agenda preparation and distribution will be done by the Parks, Recreation, and Culture Executive Assistant and the Co-Chairs.** The Clerk’s division will post the agenda on the Municipal website and via the meeting calendar invitation.

Budget

The Committee will prepare an annual work plan including any budget requests ahead of the budget cycle. The Director of Parks, Recreation, and Culture shall bring forward budget requests of the Committee as part of the Municipal budget process.

Glossary of Terms

Health: “A state of complete physical, mental, and social well-being, and not merely the absence of disease or infirmity”. “The enjoyment of the highest attainable standard of health is one of the fundamental rights of every human being without distinction of race, religion, political belief, economic or social condition”. In order to be healthy, “an individual or group must be able to identify and to realize aspirations, to satisfy needs, and to change or cope with the environment”. “Health is seen as a resource or an asset that helps us lead our everyday lives.” (World Health Organization)

Wellness:

Fitness:

Active Transportation: “Active Transportation is using your own power to get from one place to another.” Examples include walking, cycling, skateboarding, snow showeing. (Government of Canada, 2014)

References

1. World Health Organization. Constitution. Accessed 2024 JUN 10
<https://www.who.int/about/accountability/governance/constitution>
2. World Health Organization. Health promotion. Accessed 2024 JUN 10
<https://www.who.int/teams/health-promotion/enhanced-wellbeing/first-global-conference>
3. Government of Canada (2014). Active Transportation. Accessed 2024 JUN 10
<https://www.canada.ca/en/public-health/services/being-active/active-transportation.html>

END