

Memorandum to Council

Community Services Department

Recreation Services Division



To: Mayor and Members of Council

CC: Sharon Meredith, Director, Recreation,
John Watkins, Manager, Recreation &
Community Programs

From: John Romano, Commissioner of
Community Services

Date: December 2, 2024

File #: N/A

Subject: Community Connection Terms of
Reference Update

**Acknowledged by M. Gaskell,
Chief Administrative Officer**

The Community Connection Executive Board has recommended an update to their Terms of Reference to realign the Board positions from (9) positions to (5) positions. With the updated Terms of Reference, the Community Connection Executive Board would consist of a Chairperson, Vice Chairperson, Treasurer, and (2) Directors at Large and a Town of Whitby Staff.

Currently, the Board has not been able to regularly achieve sufficient quorum numbers due to inconsistent attendance and vacant positions. Also being a large Board, it has been challenging to recruit enough Board members to fill vacant positions.

Background

Community Connection serves the community by partnering with the Durham District School Board and the Town of Whitby to offer a wide variety of affordable recreation and leisure programs in local schools.

Community Connection was established in 1987 in partnership with the Town of Whitby and the Durham District School Board. For each school that serves as a Community Connection site, a memorandum of agreement outlining the terms and conditions is entered into between the Town of Whitby and the Durham District School Board. Each memorandum of agreement outlines roles and responsibilities and times of use of the school and a fee structure.

The Community Connection program is based on the concept of local centres, usually schools, serving as a central place for community members to participate in recreation and leisure programs in their neighbourhood. Community Connection is operated by a community-based Board of Directors in conjunction with the Community Services Department. Community Connection permits space from the Durham District School Board in accordance with the memorandums of agreement established between the Town of Whitby and the School Board.

Through the revenue that Community Connection generates from their programs, the organization donates funds back to the school locations to purchase equipment and supplies and provides contributions to community events and initiatives.

Attachments

Attachment 1: Updated Community Connection Terms of Reference