

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

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

From: John Romano, Commissioner, Community
Services

Date: December 16, 2024

File #: N/A

Subject: Community Connection Executive Board of
Directors Terms of Reference Update #2

At the December 2, 2024, Committee of the Whole meeting, Committee received correspondence from J. Romano, Commissioner of Community Services recommending a revision to the Community Connection Executive Board Terms of Reference which would reduce the number of citizen appointed Board Members from the current 9 members down to 5 members. This change was recommended as a result of the inability to achieve quorum over a number of meetings in 2024 and being unable to conduct the required business of Community Connection, a Registered Not-for-Profit Organization.

As a result of the most recent recruitment efforts for Executive Board Members staff are pleased to report that there was a total of 17 applicants for the 6 vacant positions on the Executive Board.

At this time staff are recommending that the current Terms of Reference remain unchanged, and that staff prepare a memo recommending 6 applicants to be appointed to the Community Connection Executive Board at the December 16, 2024 meeting.

Moving forward, Community Connection & Town of Whitby staff will review the Terms of Reference for the Board and make recommendations for changes by the end of the current Board's term.