

THE CORPORATION OF THE TOWNSHIP OF HORTON

Beach Sub-Committee

May 29, 2013

The first meeting of the Beach Sub-Committee was held in the Municipal Council Chambers on Wednesday May 29, 2013. Present were Councillor Margaret Whyte, Edgar Elliott, Ralph Miller, Steve Osipenko, Sandra Black (7:15), Kathleen Rogers, Recreation Program Manager and Mackie McLaren, CAO/Clerk who was appointed by Council to Chair this research Sub-Committee. Absent was Robert A. Johnston.

1. CALL TO ORDER

Chair McLaren called the Meeting to Order at 6:30 pm.

2. REVIEW TERMS OF REFERENCE WITH MEMBERS

The Chair welcomed the Members of this Sub-Committee to the meeting. He presented a copy of the Terms of Reference that Council had established when they set up this Sub-Committee. The Members reviewed the Terms of Reference which were divided into 4 subcategories: Property, Development of Beach, Financial and General. He noted that the Terms are very detailed. He anticipates that the report and recommendation will be a huge document to incorporate all the questions and documentation required in the Terms of Reference.

3. PRESENT LIST OF INDIVIDUAL RESPONSIBILITIES

The Chair informed the Members that he had taken the Terms of Reference and assigned the duties to individual members. He reviewed the groupings with the Members and asked for input and provided an opportunity for the Members to pick their own assignments. After discussion, no one requested to switch duties.

4. DRAFT MEETING PLAN

The Chair presented and reviewed a detailed plan and timeline for the Sub-Committee to operate towards. Next Meeting is proposed to be within 2 weeks and then meet once per month until the Terms of Reference have been responded to. The Plan indicates an October presentation of the Final Report to Recreation Committee and Council. The Chair noted however that this date is not set in stone. It may take more than one month to compile the draft final report for the Member's review.

The Chair indicated that the monthly meetings are to receive a report back on work completed or direction required on Members work towards completion of their tasks. There are several tasks that are earmarked for discussion by the group as a whole and this will take place when the other tasks are nearing completion.

The Members reviewed the proposed meeting date schedule and suggested that the Third Meeting scheduled for July be pushed back a month due to holiday season.

5. DATE FOR NEXT MEETING

The Sub-Committee Members discussed possible dates during the second week of June for the second meeting. Subject to Robert A. Johnston's availability, the Members agreed to meet Tuesday June 11 at 2:30 p.m.

6. ADJOURNMENT

The Chair declared the meeting to be adjourned at 7:30 p.m. and remained with Sandra Black to review the information that was discussed prior to her arrival.

Chair and Secretary