



THE CITY OF ELLIOT LAKE

Arts & Culture Advisory Committee Terms of Reference

Purpose:

To serve in an advisory capacity, reporting to the Recreation & Culture Standing Committee on the progress and development of arts and culture in the community. To promote and foster relationships with the public in regard to arts and cultural needs.

Objectives:

- To provide input and review a draft arts and cultural policy for The City of Elliot Lake.
- To provide a forum for organizations and groups to further develop cultural resources and to promote the benefits of arts and culture.
- To advocate on behalf of Elliot Lake's arts and cultural community.
- To advise on ways in which to engage the public and foster their understanding of arts and culture.
- To provide opportunities for the pursuit of accessible arts and cultural programming and events to improve the quality of life in the community.
- To foster arts and cultural opportunities that will benefit the local economy.
- To give advice on referrals from the Chief Administrative Officer, Council or Standing Committee and Staff, and to identify and review community partnerships.
- To foster public awareness, recognition and support for cultural facilities and programs.
- To continue to promote and foster the improvement of The Nuclear and Mining Museum to ensure a vibrant and relevant museum.

Organization:

The Arts and Culture Advisory Committee shall elect a Chair from its membership. In addition, the Arts and Culture Advisory Committee shall have the following:

- 3 Non-voting staff members from the Arts & Culture Department as resources, secretarial, liaison and/or advisory capacity which will include:
 - Manager of Recreation & Culture
 - Coordinator of Arts & Culture
 - Museum Curator/Special Events Coordinator
- 2 Members of Council plus the Mayor as ex-officio
- 6 Members of the public
- External resources may be utilized as necessary

Any resignation from the Committee shall be tendered in writing to the Manager of Recreation & Culture who will advise Council through City Staff. Council shall approve a replacement member(s). Members will be appointed for a period to coincide with the term of the appointing City Council.

Reporting

The Committee will report to Council through the Standing Committee.

Member Responsibilities

- Committee members shall become familiar with the Parks, Recreation and Culture Master Plan, Strategic Plan, City Policies and Procedures and other relevant documents.
- Each Committee member will serve as an independent community volunteer and will not represent the concerns of any particular community organization. Committee members shall work together as a team for the purpose achieving positive outcomes that will benefit the entire community.
- Committee members are selected based upon their experience and knowledge and are expected to actively participate in committee meetings.
- Committee members shall declare any situation that is, or has the potential to be a conflict of interest.

Draft: February 4, 2016