

Delhi Park Community Connections Task Team

Terms of Reference

Mandate

The Delhi Park Community Connections Plan is intended to formalize a series of pathways through Delhi Park that will result in a network of integrated, safe, and accessible pathways to improve pedestrian and cyclist access within Picton. The plan will be based on existing infrastructure, environmental and landscape constraints, locations of informal pathways and parking, the needs of local communities and stakeholders, and the base plan concept.

The Task Team will work collaboratively with municipal Staff and a contracted subject matter expert to contribute to a design and recommendations that are based on the needs and wishes of the community and stakeholders, while demonstrating to partners, residents/taxpayers, and potential funders that the plan is feasible, thoroughly considered and informed by public input.

Goals/Purpose

The primary goals of the Delhi Park Community Connections Task Team are to:

1. Support a collaborative and community approach to the design of a series of safe and accessible pathways through Delhi Park to better connect Picton and includes minimum standards.
2. Identify the opportunities, weigh the major constraints, and consider a phased approach, if required.
3. Bring various representatives together to provide strategic advice, options, and recommendations to the Traffic Advisory Committee and to various stakeholders.
4. Provide regular updates on their progress and report on recommendations to the Traffic Advisory Committee.

Membership

1. Up to two (2) members of the Traffic Advisory Committee
2. One (1) member of the Accessibility Advisory Committee

3. One (1) technical representative from Community Care for Seniors
4. One (1) Councillor representing Picton

Roles

1. Members will actively participate and provide support and expertise to the development of the Delhi Park Community Connections Plan.
2. The appointed Traffic Advisory Committee Members will act as a liaison between the Traffic Advisory Committee and assist with updates and presentations as required.
3. Members will review and provide feedback on consultation materials, draft reports, and the final design plan.
4. Members will provide input on and support the consultation process to understand the needs of various stakeholders.
5. One member will be elected as the Chair of the Task Team.

Responsibilities

1. It is the responsibility of all appointed members to follow to the best of their ability, County procedures, by-laws, and Provincial legislation, with guidance from staff:
 - a. Council's Code of Conduct
 - b. County Accountability and Transparency Policy
 - c. County Procedural By-law
 - d. Other applicable County by-laws and policies
 - e. *Municipal Act*
 - f. *Planning Act*
 - g. *Municipal Freedom of Information and Protection of Privacy Act*
 - h. *Municipal Conflict of Interest Act*
 - i. *Accessibility for Ontarians with Disabilities Act*
2. The Task Team will make recommendations to the Traffic Advisory Committee.

Term

The term of the Delhi Park Community Connections Task Team will be until such a time that the project is completed, estimated by the end of Q2 2024.

Staff Support

Staff support may be provided to the Working Group with the approval of the CAO.

Staff, External Agencies and Technical members may be called upon at key stages of the project to provide technical input / advisement, and include:

- Municipal Staff representing Recreation & Facilities (1-2), Operations (1), Planning (1) as well as staff resources from other departments, as needed.
- A contracted subject matter expert will work with the Task Team to provide the plan specifications and detail.
- Delhi Park Stakeholders (e.g., Glenwood Cemetery, Mount Olivet Catholic Cemetery, Dog Park Working Group, Community Garden Working Group)
- OPP Community Safety Officer
- Neighbouring communities, adjacent landowners, community associations
- Community organizations representing underserved / at-risk communities (e.g., seniors, youth)
- Quinte Conservation or other regulatory bodies or technical agencies, as required.

Reporting Relationship to Council

The Task Team does not have any delegated authority. The Task Team is intended to support the Traffic Advisory Committee in their advisory role to Council. Recommendations will be provided to the Traffic Advisory Committee, and ultimately approved by Council.

Finances

No member shall receive remuneration for services.

A member is entitled to reimbursement for any reasonable out-of-pocket expenses that have been pre-approved by the CAO or Council.

Meetings

The Task Team shall meet as required to complete their mandate.