

## **Wellington Town Hall Expression of Interest (EOI) Working Group Terms of Reference**

### **Mandate**

The working group will recommend to Council the content and scope of an Expression of Interest related to the future use with potential sale of the Wellington Town Hall.

### **Goals/Purpose**

The goals and purpose of the Wellington Town Hall - Expression of Interest (EOI) Working Group are to:

1. Engage with the community to scope an Expression of Interest.
2. Consider both the opportunities and constraints for this municipal building to seek the best use of the building through an Expression of Interest process.

### **Membership**

1. Two Councillors - Councillor Engelsdorfer and Councillor Braney.
2. Director of Recreation and Community Facilities.
3. 1 staff from the Development Services Department
4. Support from cross-departmental staff as required, with approval from the CAO.
5. 2 public voting members.

### **Scope of Activities/Roles**

1. Members will actively participate and provide support and expertise, and strive to achieve a consensus position on any recommendation for Council.
2. The Working Group will liaise with other members of Council based on their history with the issue and their relationships with possible partners as necessary to support the overall goals and objectives.
3. Observe the County of Prince Edward's Strategic Plan, Official Plan, secondary plans, applicable By-laws and Motions from Council.
4. Consult with the public and key stakeholders as required.

### **Term**

The term of the Working Group will be when the future of the Wellington Town Hall is decided by Council, or the term of Council, **whichever comes first.**

### **Staff Support**

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

### **Reporting Relationship to Council**

The Working Group does not have any delegated authority. Actions beyond the terms of this working group would require a staff report to Council for decision.

### **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 Working Group shall meet as required. Should a public meeting be required, staff will provide support on direction from the CAO.