

## **Subject:** Summerfest Committee Terms of Reference

### **Recommendation:**

**THAT COMMITTEE receive Report #2020-0015 and recommend to Council:**

**THAT Council approve the revised Summerfest Terms of Reference**

### **Background:**

The Summerfest Committee Terms of Reference is currently constituted as follows:

Four members from the community at large;  
One representative from the Pelham Active Transportation Committee;  
Up to two representatives from the Pelham Business Association;  
Up to two representatives from the Welland/Pelham Chamber of Commerce;  
One representative from the Mayor's Youth Advisory Council (ex officio);  
One Town of Pelham Councillor (ex officio);  
Director of Culture, Recreation & Wellness, or designate (as resource to Committee);

In discussion with the Chair of the Pelham Business Association, the Committee was advised that the PBA Board will be moving ahead with a resolution to dissolve the organization in the near future and will no longer be in a position to provide representatives to the Summerfest Committee. In light of this, the Summerfest Committee request that the number of members from the community at large be increased by 2 in order to retain current members representing the PBA.

Additionally, given the level of involvement in the event by local Service Clubs, the Committee feels that representation from Service Clubs would be beneficial and request that up to 2 representatives be added.

### **Analysis:**

The Summerfest event continues to grow and evolve each year and requires many hours of planning across a broad range of roles. As a Working Committee, the

members contributed 617 hours of their time attending Committee meetings, personal hours working on their area of responsibility and the event itself in 2019. In order to continue to deliver this award winning event without overburdening the volunteer Committee, the proposed revisions to the Terms of Reference will establish 2 additional Committee members and retain valuable and experienced current members.

**Financial Considerations:**

None

**Alternatives Reviewed:**

The deletion of the 2 representatives from the Pelham Business Association without any other changes would reduce the Committee size and severely impact its ability to deliver this event.

**Strategic Plan Relationship: Build Strong Communities and Cultural Assets**

Summerfest's mission is to be a family oriented, admission free community celebration which seeks to promote a vibrant, healthy, sustainable community, enhancing the quality of life of residents, promote local businesses and foster a sense of community.

**Consultation:**

Summerfest Committee; Clerk's Department

**Other Pertinent Reports/Attachments:**

2020 2<sup>nd</sup> Amended Summerfest Terms of Reference

**Prepared and Recommended by:**

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