



# The Municipal Corporation of the Town of Fort Erie

BY-LAW NO. 44-10

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## BEING A BY-LAW TO ESTABLISH THE FORT ERIE ACTIVE TRANSPORTATION ADVISORY COMMITTEE AND TERMS OF REFERENCE

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**WHEREAS** at the Council-in-Committee Meeting held May 3, 2010 Report No. CDS-018-10 was accepted and approved as follows:

**THAT:** Council establish a "Fort Erie Active Transportation Committee" as a Committee of Council using the Terms of Reference attached as Appendix "A" of Report No. CDS-018-10, and

**WHEREAS** it is deemed desirable to establish the Fort Erie Active Transportation Advisory Committee, its composition and terms of reference;

**NOW THEREFORE** the Municipal Council of the Town of Fort Erie hereby enacts as follows:

1. **THAT** the Fort Erie Active Transportation Advisory Committee be hereby established.
2. **THAT** the Fort Erie Active Transportation Advisory Committee shall be composed of the following members:
  - One Member of Council;
  - Six residents from the Fort Erie community, including at least one person with disability;
  - One Fort Erie student representative attending a secondary institution;
  - One Fort Erie student representative attending a post secondary institution;
  - Staff support: General Manager of CGDC, Town Planner, Health Promoter(s).
3. **THAT** the members of the Fort Erie Active Transportation Advisory Committee shall be appointed by Council resolution.
4. **THAT** the Terms of Reference for the Fort Erie Active Transportation Advisory Committee attached hereto as Schedule "A" to this by-law be hereby adopted.
5. **THAT** pursuant to the provisions of Sections 23.1 to 23.5 inclusive of the *Municipal Act, 2001*, as amended, the Clerk of the Town of Fort Erie is hereby authorized to effect any minor modifications or corrections solely of an administrative, numerical, grammatical, semantical or descriptive nature or kind to this by-law or its schedules as such may be determined to be necessary after the passage of this by-law.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 10<sup>TH</sup> DAY OF MAY, 2010.**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

I, Carolyn J. Kett, the Clerk, of The Corporation of the Town of Fort Erie hereby certifies the foregoing to be a true certified copy of By-law No. 44-10 of the said Town. Given under my hand and the seal of the said Corporation this day of \_\_\_\_\_, 2010 .

**Fort Erie Active Transportation Advisory Committee  
Terms of Reference**

**Members:**

- One Member of Council;
- Six residents from the Fort Erie community, including at least one person with disability;
- One Fort Erie student representative attending a secondary institution;
- One Fort Erie student representative attending a post secondary institution;
- Staff support: General Manager of CGDC, Town Planner, Health Promoter(s).

*The Chair will be elected from the membership.*

**Membership:**

Interested residents of Fort Erie will be invited to submit a letter of interest identifying the skills they have that will assist in the fulfilment of the mandate of the committee. Selection and replacement of committee members will follow Council's established procedures under procedural bylaw.

**1.0 Purpose:**

Provide a committee for residents, elected officials and health professionals to meet on a monthly basis for the purpose of improving conditions for people powered transportation (walking, biking, rollerblading) for utilitarian and recreational purposes.

**2.0 Objectives:**

- 2.0 Develop a vision for a Fort Erie which supports active transportation.
- 2.1 Act in an advisory capacity to Fort Erie Council and staff on issues specific to active transportation i.e. connectivity, bike lanes and safe and active routes to school.
- 2.2 To provide an open forum to deal with issues related to active transportation and advocate for infrastructure improvements.
- 2.3 To create and highlight opportunities for the general public to learn about and advocate for active transportation in Fort Erie.

**3.0 Meetings:**

- 3.1 The committee will meet every month and at the call of the Chair.
- 3.2 Subcommittees will be formed as necessary and will determine their own meeting times and dates.
- 3.3 A quorum for meetings of the committee shall consist of five members.

**4.0 Miscellaneous:**

- 4.1 The Fort Erie Active Transportation Advisory Committee reports directly to Council through Community and Development Services.
- 4.2 The recorder shall be appointed from the membership of the committee. The recorder shall record minutes of the meetings and circulate them to Municipal Council through the Town Clerk and the membership.
- 4.3 Requests for consultation by experts may occur from time to time. These experts may include but are not limited to: planners, transportation engineers, urban design experts and school boards.
- 4.4 External requests for consultation or representation will be addressed by the committee on an issue by issue basis.
- 4.5 The membership can request changes to the Terms of Reference by bringing requests forward to Council.
- 4.6 These Terms of Reference will be reviewed and updated at the first meeting of every calendar year.