



## Active Transportation Task Force Terms of Reference

### **Mandate:**

The primary goal of the Active Transportation Task Force is to provide information and recommendations to Council that will guide the city in developing a modern Active Transportation Plan which will allow the city to position itself for potential funding opportunities from higher levels of government geared towards Active Transportation.

### **Scope:**

- Review the existing Greenway plans and strategies;
- Identify potential funding opportunities;
- Identify and engage potential private, non-profit and governmental partners to collaborate in the development of Active Transportation;
- Research best practices in Active Transportation from other jurisdictions; and
- Make recommendations to Council regarding next steps regarding policies and actions for safe, attractive and convenient active transportation options for people of all ages and abilities over the next 20 years.

### **Membership: (16)**

- Two (2) members of council as co-chairs
- One (1) member from Adams Lake Indian Band
- One (1) member from Neskonlith Indian Band
- One (1) member from Shuswap Trails Alliance
- One (1) member from Salmon Arm Economic Development Society
- One (1) member from Downtown Salmon Arm
- One (1) member from School District #83
- One (1) member from Interior Health
- One (1) member from Shuswap Cycle Club
- One (1) member from Greenways Liaison Committee
- One (1) member from Social Impact Advisory Committee
- Four (4) Citizens-At-Large including (1) member from the mobility aid community and (1) senior citizen

Representatives from community organizations will be required to submit formal letters of appointment from their boards and identify alternates who will be required to attend in the absence of the appointed member.

**Quorum:**

Fifty percent (50%) plus 1 shall constitute a quorum.

**Staff Support:**

- Resource staff from Development Services and Engineering; and
- Recording secretary

**Timelines:**

The Task Force will provide an interim report and recommendations to Council by December 2020. It is anticipated that the Task Force will meet every two weeks until the delivery of this interim report.

A final report including recommendations to council for Active Transportation planning and strategies will be completed by Spring 2021. The Task Force will meet on a regular basis as determined by need.

**Reporting:**

- Meeting minutes will be presented to Council for information purposes.
- All recommendations of the Task Force must be ratified by Council prior to being actioned.
- All media releases must be ratified by Council.