

**NORFOLK COUNTY**  
**Membership Composition to Boards, Committees and Commissions**  
**Groups**

<b>Board, Committee, Commission</b>	<b>Mandate/Terms of Reference</b>	<b>Composition</b>	<b># of Council Reps</b>	<b>Term</b>	<b>Statutory requirements Discretionary</b>	<b>County Department Liaison</b>
<b>Telecommuni- cations Advisory Committee</b>	A short-term task team to assess the current state of telecommunications infrastructure in Norfolk County, to identify possible improvements and enhancements	Up to 3 Council members; Mayor as ex officio, 5 persons with experience in the field & 3 citizen members-at-large	3 Council members	Initial period of 2016 and 2017 or as Council deems appropriate	Discretionary	<b>Office of the CAO (Council Services)</b>
<b>Board of Management (Delhi) Central BIA</b>	Entrusted with the improvement, beautification and maintenance of municipally owned lands, buildings and structures	Min. of 9 members who are qualified to be elected, plus 1 Councillor	1 Councillor	4 years	Mandatory	<b>Office of the CAO (Council Services)</b>
<b>Board of Management (Simcoe) Central BIA</b>	Entrusted with the improvement, beautification and maintenance of municipally owned lands, buildings and structures	8 members who are qualified to be elected, plus 1 Councillor	1 Councillor	4 years	Mandatory	<b>Office of the CAO (Council Services)</b>
<b>By-Law Appeals Committee</b>	Responsible for dealing with all appeals, variances and exemption requests to Norfolk County By-Laws	3 Councillors (2 Alternates)	3 Councillors (2 Alternates)	2 years	Discretionary	<b>Office of the CAO (Council Services)</b>

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<b>Municipal Election Compliance Audit Committee</b>	Hears & determines all compliance audit applications filed in accordance with Section 81 of the Municipal Elections Act, in accordance with the procedures established by the Municipal Clerk under the provisions of the Act.	3 members as outlined in Terms of Reference	Nil	4 years	Mandatory	<b>Office of the CAO (Council Services)</b>
<b>Norfolk County Public Library Board</b>	Responsible for the provision of public library services to meet changing needs in Norfolk County through planning, policy setting, developing funding sources and the hiring of a CEO, in accordance with The Public Libraries Act.	9 members: 1 from each ward when available or member-at-large  Plus: Mayor and 2 councillors	Mayor and 2 Councillors	4 years	Mandatory through The Public Libraries Act, Revised Statutes of Ontario 1990 Chapter P.44	<b>Office of the CAO (Council Services)</b>
<b>Norfolk Federation of Agriculture</b>	Organization is leading advocate for Ontario's farmers	1 Council representative on Federation	1 Councillor	2 years	Discretionary (External)	<b>Office of the CAO (Council Services)</b>
<b>Alligator Tug Advisory Committee</b>	To preserve the Alligator Tug built in 1892-1930 by the West and Peachy Foundry	9 members	None	4 years	Discretionary	<b>Development &amp; Cultural Services (Heritage &amp; Culture)</b>

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<b>Committee of Adjustment</b>	Land severance/consents Minor Variances	7 members (preferably 1 from each ward, when available)	None	4 years	Mandatory	<b>Development &amp; Cultural Services (Community Planning)</b>
<b>Delhi Tobacco Museum &amp; Heritage Centre &amp; Teeterville Pioneer Museum Advisory Committee</b>	The preservation, documentation, illustration & promotion of the unique history & the agricultural development of the former Twp of Delhi and District for the benefit and education of current and future generations.	6 members: <ul style="list-style-type: none"> <li>• 1 Multicultural Heritage Assoc. of Norfolk</li> <li>• 6 at large</li> </ul>	None	3 years	Ministry of Culture Standards for Community Museums in Ontario	<b>Development &amp; Cultural Services (Heritage &amp; Culture)</b>
<b>Grand River Conservation Authority</b>	Conservation Authority mandated by Conservation Authorities Act	Haldimand County appoints 2 representatives to the Authority to represent the interests of Norfolk County upon approval by Norfolk County Council.				
<b>Long Point Region Conservation Authority</b>	Conservation Authority mandated by Conservation Authorities Act	4 Council Members representing Norfolk County	4 Council Members	3 years (as set out in Conservation Act)	Mandatory	<b>Development &amp; Cultural Services</b>
<b>Norfolk County Accessibility Advisory Committee</b>	To advise and assist Norfolk County on matters, issues and policies pertaining to accessibility for persons with disabilities to a building, structure or premises, or part of a building, structure or premises.	Maximum of 12 members 1 Council representative	1 Councillor	3 years (staggered)	Mandatory	<b>Development &amp; Cultural Services</b>

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<b>Norfolk County Agricultural Advisory Board</b>	To advise Council on matters pertaining to agricultural issues in Norfolk County, develop alliances and partnerships to advance the County's strategic plan for agriculture, and provide a forum for discussion and coordination of agricultural initiatives and programs.	11 members Plus 1 Councillor	1 Councillor 1 Alternate	4 years (staggered)	Discretionary	<b>Development &amp; Cultural Services (Tourism &amp; Economic Development)</b>
<b>Norfolk County Environmental Advisory Committee</b>	To advise & assist Norfolk County in land use planning matters pertaining to the preservation, conservation & enhancement of the County's natural environment for its valuable ecological functions & features & for the enjoyment of the County's residents.	8 members	None	3 years (staggered)	Discretionary	<b>Development &amp; Cultural Services</b>
<b>Norfolk Heritage Committee</b>	To provide for the conservation protection and preservation of the Heritage of Ontario	Minimum of 5, Maximum of 9 members 1 Councillor & 1 Alternate	1 Councillor 1 Alternate	4 years	Discretionary	<b>Development &amp; Cultural Services (Heritage &amp; Culture)</b>
<b>Norfolk War Memorial Honour Roll Ad Hoc Advisory Committee</b>	To research & create policy and procedure in regards to adding names of fallen veterans of Norfolk County to the Honour Roll on the Carillon Tower.	4 to 11 members- at-large		Until creation of honour roll policy & procedure		<b>Development &amp; Cultural Services (Heritage &amp; Culture)</b>

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<b>Port Dover Harbour Museum Advisory Committee</b>	To research, collect, preserve, exhibit and promote the fishing & marine heritage of Pt. Dover and surrounding area of the Town of Pt. Dover; preservation & promotion of the history of the Great Lakes	8 members-at-large	None	3 years (staggered)	Ministry of Culture Standards for Community Museums in Ontario	<b>Development &amp; Cultural Services (Heritage &amp; Culture)</b>
<b>Waterford Heritage &amp; Agricultural Museum Advisory Committee (formerly Spruce Row Museum)</b>	The preservation, illustration and promotion of the heritage and the agricultural, industrial and social history of the town of Waterford and the former Twp. of Townsend for the benefit and education of current & future generations.	8 members-at-large	None	3 years (staggered)	Ministry of Culture Standards for Community Museums in Ontario	<b>Development &amp; Cultural Services (Heritage &amp; Culture)</b>
<b>Tourism &amp; Economic Development Advisory Board</b>	To advise Council on matters, issues & policies pertaining to tourism & economic development & actively encourage partnerships	9 members plus 1 Councillor and 1 Alternate	1 Councillor	2 years (staggered)	Discretionary	<b>Development &amp; Cultural Services (Tourism &amp; Economic Development)</b>
<b>South Central Ontario Region (SCOR) Executive Committee</b>	To develop a long-term economic development diversification strategy for the Region & to address other priority needs	5 County-Partnership with Brant, Elgin, Middlesex, Norfolk & Oxford	Mayor and 1 Councillor	To be determined	Discretionary	<b>Development &amp; Cultural Services (Tourism &amp; Economic Development)</b>

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<b>Emergency Management Program Committee</b>	To oversee the development, implementation, maintenance of a community's emergency management program.	9 Sector Committee members Council Member, County Manager	Mayor	2 years	Mandatory	<b>Community Services</b>
<b>Norfolk County Trails Advisory Committee</b>	To provide advice and recommendations on the development and operations of trails throughout Norfolk County.	9 members	None	2 years	Mandatory	<b>Community Services</b>
<b>Norfolk County Police Services Board</b>	Responsible for the provision of police services and for law enforcement and crime prevention in Norfolk County.	2 prov. appointees, 1 community member, 2 Councillor members	1 Councillor	Community Member - 4 years  Provincial Appointees - 2 years	Mandatory	<b>Community Services</b>
<b>Port Dover &amp; District Lions Community Centre Management Committee</b>	To manage and direct the Port Dover and District Lions Community Centre Management Committee	5 members from the Lions Club	None	3 years	Discretionary	<b>Community Services</b>

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<b>Port Dover Harbour Marina Advisory Board</b>	To provide advice to Council or assist Staff in achieving work plans and objectives with respect to the Port Dover Harbour Marina	6 Board Members 1 Council Member	1 Council Member	2 years	Discretionary	<b>Community Services</b>
<b>Port Dover Kinsmen Management Committee</b>	To manage and direct the Port Dover Kinsmen Park	3 members	None	3 years	Discretionary	<b>Community Services</b>
<b>St. Williams &amp; Area Community Centre Committee</b>	To manage and direct the St. Williams and Area Community Centre Committee	10 members	None	3 years	Discretionary	<b>Community Services</b>
<b>St. Williams Lions' Park Management Committee</b>	To manage and direct the St. Williams Lion's Park	5 members	None	3years	Discretionary	<b>Community Services</b>
<b>Thompson Memorial Park Committee</b>	To manage and direct the Thompson Memorial Park	24 members	None	3 years	Discretionary	<b>Community Services</b>
<b>Vittoria &amp; District Community Centre Management Board</b>	To manage and direct the Vittoria & District Community Centre Management Board	6 members	None	3 years	Discretionary	<b>Community Services</b>
<b>Waterford Deer Park Management Committee</b>	to provide for the care & well-being of the deer herd & compound for raising & managing any funds necessary in relation thereto	6 members	1 Councillor	3 years (staggered)	Discretionary	<b>Community Services</b>

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<b>Waterford Lions Community Centre Management Committee</b>	To manage and direct Waterford Lions Community Centre	3 members for the Lions Club	None	Dec. 1/11 to June 30, 2012	Discretionary	<b>Community Services</b>
<b>Win-Del Park Committee</b>	To manage and direct the Win-Del Park.	21 members	None	3 years	Discretionary	<b>Community Services</b>
<b>Haldimand-Norfolk Housing Corp.</b>	Manage public housing stock for municipalities	Reps from both Haldimand & Norfolk County & Community Members	1 Councillor	2 years	Discretionary	<b>Health &amp; Social Services</b>
<b>Health &amp; Social Services Advisory Committee</b>	To accept reports, debate & discuss issues related to social services, social housing and public health and make recommendations to Norfolk County Council acting as Board of Health and C.M.S.M.	3 Municipal Council Reps from Norfolk & Haldimand	3 Councillors	4 years (Councillor – 2yrs.)	Discretionary	<b>Health &amp; Social Services</b>
<b>Norview Lodge Committee of Management</b>	Responsible for the governance oversight of Norview Lodge operations in accordance with the Long-Term Care Homes Act, 2007.	All members of Council	All members of Council	Term of Council	Mandatory	<b>Health &amp; Social Services</b>



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<b>Court of Revision (Drainage)</b>	Hears appeals on assessments – the portion of the cost of a proposed drainage work to be collected, as taxes, from the landowner (Authority under the Drainage Act)	3 members on rotating basis from Committee of Adjustment	None	4 years	Mandatory	<b>Public Works &amp; Environmental Services</b>
<b>Energy Conservation Committee</b>	To develop an Implementation Strategy for the conservation measures identified in the Energy Audit and Feasibility Study.	Staff Members & 1 Councillor	2 Councillors	To be determined	Discretionary	<b>Public Works &amp; Environmental Services</b>
<b>(Lake Erie Region) Source Protection Committee</b>	To develop a Source Protection Plan for Municipal Drinking Water Sources	1 Councillor representing Norfolk & Haldimand	1 Councillor 1 Alternate	Upon completion of project	Mandatory	<b>Public Works &amp; Environmental Services</b>
<b>Tom Howe Landfill Site Certificate of Approval and Community Liaison Committee</b>	To continue involvement in the co-ownership of the landfill site by staff and Council. Equal representation from both Counties would provide a balanced approach to relations with the neighbours and users of the Tom Howe Landfill Site.	9 members including 1 Councillor	1 Councillor	4 years  (Councillor – 2 yrs)	Discretionary	<b>Public Works &amp; Environmental Services</b>