



**Municipality of Lakeshore**  
Mayor's Arts Awards Committee  
Terms of Reference  
2022-2026

**Mandate**

The Committee provides an advisory role only, providing advice and recommendations to the Mayor regarding applications for the annual Mayor's Arts Awards.

**Term**

The term of office of the Committee and the members of the Committee is the same as the term of office of the Council that takes office following the next regular election.

**Composition**

The Committee shall be composed of five members who are residents, representing a balance amongst various aspects of the arts, and the Mayor.

The Division Leader – Community Services shall act as Municipal Liaison for the Committee and provide administrative and procedural support.

**Qualifications for Membership**

Members of the Committee shall be:

- a) Residents of the Municipality of Lakeshore;
- b) At least 18 years old; and
- c) Available and willing to attend meetings.

Preference will be given to persons who have demonstrated experience working on committees, task forces or similar working groups.

Employees or officers of the Municipality of Lakeshore will not be permitted membership on the Committee.

**Meetings**

Meetings shall be open to the public and shall be held in accordance with the Lakeshore's Procedure By-law.

**Chair**

The Committee shall elect a Chair and Vice-Chair at its first meeting.

## **Proposed Meeting Schedule**

The Municipal Liaison shall call the initial meeting of the Committee and chair the meeting until a Committee Chair is elected. The Committee shall meet as needed for the evaluation and recommendation of applications for the annual awards.

## **Reports to Council**

The Committee will submit an annual report to Council each year identifying the winners of the Mayor's Arts Awards.

## **Conflict of Interest**

Members shall comply with the *Municipal Conflict of Interest Act* and Municipality of Lakeshore's Procedure By-law.

## **Remuneration**

This is a volunteer committee and members shall not receive remuneration for participation.