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Style Definition: List Paragraph: Font: 14 pt, Font color: Black, Justified, Indent: Left: 1.25 cm, Hanging: 0.02 cm, Space Before: 0 pt, After: 2.2 pt, Don't add space between paragraphs of the same style, Line spacing: Multiple 1.07 li, Widow/Orphan control, Adjust space between Latin and Asian text, Adjust space between Asian text and numbers

Beaches Resource Team

Terms of Reference

~~January 25~~ **DRAFT June 8, 2021**

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Role/Purpose

The Beaches Resource Team (the 'Team') will provide a collaborative approach ~~to~~ forum for sharing information, planning collaboratively, providing guidance and expert advice, and linking organizations with interests in the implementation of the Municipality of Barrington's Beaches Strategy and associated directly related plans, as well as efforts involving coastal areas within the Municipality.

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Term

~~This~~ These Terms of Reference ~~is~~ are effective from February 1, 2021 and ~~continues~~ continue until the expected date of completion of the enhancement collaborative work: undertaken by the Team.

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Membership

The Team will ~~comprise~~ be comprised of:

- + All five members of Council;
- + Chief Administrative Officer of the Municipality of Barrington;

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- foster collaboration.
- ~~remove obstacles to~~ Foster collaboration amongst its members to advance shared objectives, recognizing that Team members may have specific program mandates, objectives, and/or legislative requirements to uphold as part of their job duties;
- Ensure the consent of relevant landowners/land managers is confirmed in advance of any planning documents or concept plans being released publicly;
- ~~Make recommendations to Council and respective host organizations regarding the Municipality's successful delivery of their Beaches Strategy;~~
- ~~maintain at all times~~ Work cooperatively to uphold a shared vision, with the focus ~~understanding that habitat and recovery potential of the Municipality's on the agreed scope;~~ Piping Plover and other species of concern are not compromised as a result of any planned actions; and,
- ~~Identify outcomes and benefits that effectively manage beaches and the various shared values around them, including but not limited to tourism, outdoor recreation, natural values (e.g. biodiversity, wildlife, natural areas), community development, and environmental stewardship.~~
 - ~~monitor and manage the factors outside the Municipality's control that are critical to its success.~~

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The membership of the ~~advisory group~~ Team will commit to:

- ~~attending~~ Attend all scheduled Team meetings;
- ~~sharing~~ Share all communications and information to all members every member;
- ~~making~~ Act in a timely manner and make decisions efficiently; and ~~taking action~~ so
- ~~Liaise with respective host organizations as appropriate and to not hold up the project.~~
- ~~notifying~~ notify members of the Team, as soon as is practical, if any matter ~~arises~~ of matters arising which may be deemed to affect the development of the project. ~~achievement of shared objectives.~~

Members of the Team will expect to:

- ~~that each member will be~~ Be provided with ~~complete~~ comprehensive, accurate and meaningful, pertinent information in a timely manner;
- ~~to be~~ given reasonable time to make key decisions;

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• ~~to be~~ alerted to potential risks and issues that could impact the project or biodiversity conservation, as they arise;

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• ~~Receive clear, open and honest discussions, without resort to any misleading assertions~~ discussion; and,

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• ~~Receive~~ ongoing 'health checks' to collectively verify the overall status and 'health' of the project ~~and the beach-dependent biodiversity.~~

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Meetings

• All meetings will be chaired by the Chief Administrative Officer of the Municipality of Barrington.

• Decisions of the Team will be aligned with all applicable legislation and recommendations will be made by consensus wherever possible (i.e., members ~~are~~ may be satisfied with the decision even though it may not be their first choice).

• Participants will work together to seek solutions in designing recommendations to Council and respective host organizations. The consensus-based process will encourage creative thinking and productive discussion.

• If consensus cannot be achieved for an issue, provincial staff will consult with their respective departments to determine the provincial response. Tabled recommendations where consensus was not reached will be included in meeting minutes; related discussion points - including perspectives for and against, and the overall level of support - will be documented to inform future planning.

• Administrative support will be provided by the Director of Marketing and Tourism Development of the Municipality of Barrington, ~~this. This~~ includes:

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▪ preparing agendas and supporting papers.

▪ preparing meeting notes and information.

• Meetings will be held bi-weekly or monthly until the completion of the ~~enhancement~~ collaborative work either virtually ~~or,~~ in-person, ~~or a combination of these,~~ at the Municipal Administrative Centre.

• If required, subgroup meetings will be arranged outside of these times at a time convenient to subgroup members.

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Amendment, Modification or Variation

This Terms of Reference may be amended, varied or modified in writing at any time by ~~the Municipality of Barrington.~~ mutual agreement of the Team members, understanding that Team members may need to get direction from their respective host organizations on particular matters.

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