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|  | <p>THE CORPORATION OF THE TOWN OF COBOURG</p> |
|                                                                                   | <p>BY-LAW NUMBER <u>013-2014</u></p>          |

**A BY-LAW TO AMEND BY-LAW NO. 010-2013 A BY-LAW TO DEFINE THE COMPOSITION AND TERMS OF REFERENCE FOR ADVISORY COMMITTEES, LOCAL BOARDS AND INTERNAL WORKING GROUPS ESTABLISHED BY AND/OR INVOLVING THE CORPORATION OF THE TOWN OF COBOURG TO INCLUDE AN ACTIVE TRANSPORTATION ADVISORY COMMITTEE**

**WHEREAS** By-law No. 100-2008 being a By-law to establish rules of order and procedures to govern the proceedings of Council, and is referred to as the 'Council Procedural By-law', establishes the rules and procedures under which Council and Committees of Council are to function; and

**WHEREAS** the Municipal Council of the Town of Cobourg adopted the "Advisory Committee and Local Board Policy and Procedure" to provide advice to the Cobourg Municipal Council on all matters relating to events, requests, submissions and plans for their respective committees; and

**WHEREAS** the Advisory Committee and Local Board Policy approved by Council in 2008 states that all committees and boards are to review their respective Terms of Reference every two years and all recommendations for amendments must be approved by Council. Council approval must be sought for any committee/board activity not provided by the Terms of Reference; and

**WHEREAS** the Municipal Council of the Town of Cobourg established advisory committees comprised of both members of Council and members of the general public; and

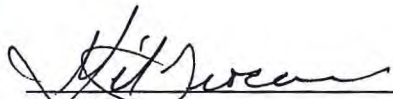
**WHEREAS** Council of the Town of Cobourg authorized preparation of a by-law to amend By-law No. 010-2013 being a By-law to define the composition and terms of reference for Advisory Committees and Local Boards to include an Active Transportation Committee including a Terms of Reference and authorized dissolving of the existing Parking Advisory Committee and to incorporate the mandate in with the newly formed Active Transportation Advisory Committee at the Committee of the Whole meeting held on January 3, 2014;

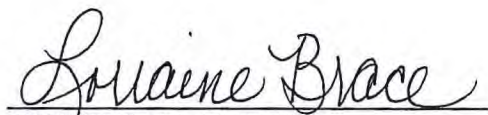
**NOW THEREFORE** the Municipal Council of the Town of Cobourg enacts as follows:

1. That Schedule "B"-8 – be replaced to include remove the Parking Advisory Committee Terms of Reference and to insert the Active Transportation Advisory Committee Terms of Reference.
2. THAT any reference to the Parking Advisory Committee be removed and be replaced with a reference, where appropriate, to the 'Active Transportation Advisory Committee'.

This by-law shall take effect upon the date of passing.

READ a first, second and third time and finally passed in Open Council this 10<sup>st</sup> day of February, 2014.

  
MAYOR

  
MUNICIPAL CLERK

## SCHEDULE "B"- 8 (as amended February 5, 2014)

### ADVISORY COMMITTEES

COMMITTEE NAME: **ACTIVE TRANSPORTATION  
ADVISORY COMMITTEE**  
COMPOSITION 7 Members 2 Council Members 5 Citizens  
REPORTING TO: Council  
TERM OF APPOINTMENT: Term of Council

#### MANDATE/TERMS OF REFERENCE:

##### Authority

Town of Cobourg Procedural By-law No. 100-2008

##### Purpose

The role of the Active Transportation Advisory Committee is to advise Council on matters related to active transportation including but not limited to cycling, parking, transit, trails, pedestrian and recreation transportation networks, activities and infrastructure. Such advice will be based on the experience and knowledge of the members as individuals concerned with active transportation needs and awareness within the Town of Cobourg. The Committee must be sensitive to the current issues and programs in consultation with various agencies and municipal partners such as Ganaraska Region Conservation Authority, Haliburton, Kawartha, Pine Ridge District Health Unit, Cobourg and Port Hope Waterfront Trail Committee, Cobourg Bicycle Action Committee, Cobourg Community Centre and the County of Northumberland. The Council's Coordinator of Public Works and the Coordinator of Parks and Recreation Services shall provide liaison between the Active Transportation Advisory Committee and the Cobourg Municipal Council.

The Coordinators may require, receive and communicate with the Advisory Committee to seek advice and recommendations on matters related to active transportation.

##### Mandate

The Active Transportation Advisory Committee shall:

- Serve as a liaison between pedestrians, cyclists, transit riders and persons requiring parking for vehicles and accessible features pertaining to active transportation within the Town of Cobourg;
- Advise Council on the implementation of active transportation components included in the Town of Cobourg Transportation Master Plan, the Town of Cobourg Parks and Waterfront Plan and the Town of Cobourg Parking Master Plan and make recommendations to implement action to achieve the objectives as necessary;
- To advise Council on the design, development, delivery and maintenance of active transportation policies, programs, infrastructure requirements and facilities;
- To promote all methods of active transportation including hiking and biking as a feasible mode of transportation in the Town of Cobourg and to encourage citizens to use forms of active transportation through public outreach, education and safety programs and special events;
- To educate the public on the benefits, necessities and safety aspects of active transportation in order to promote and enhance a continuous and integrated pedestrian and bicycle network (i.e. trails, sidewalks, parking facilities, bicycle lanes);
- To encourage legislation and policy changes that support and strengthen active transportation;

- To review recommendations to Council on policies, programs and regulations as appropriate pertaining to Active Transportation as directed by Council;
- To review and consider transit and parking needs within the Municipality and have regard for recommendations outlined in the Town of Cobourg Transit Study and Town of Cobourg Parking Study;
- To review, consider and integrate with other active transportation programs in the Cobourg area, such as the County of Northumberland Cycling Master Plan, the Waterfront Regeneration Trust (WRT) Trail Plan, and the joint Cobourg-Port Hope Waterfront Trail and Parks Committee;
- To have regard for the policies as outlined in the Town of Cobourg Official Plan.

#### Administration

All meetings shall be conducted in accordance with the Town of Cobourg Advisory Committee and Local Board Policy and Procedures and the Town of Cobourg By-law No. 100-2008 being a by-law to Establish Rules of Order and Procedures to Govern the Proceedings of the Municipal Council of the Town of Cobourg.

#### Staff Resources

The Deputy Director of Public Works and other Municipal staff resources as may be required.

Secretary: Secretarial Services provided by the Engineering Department.