

**CORPORATION OF THE TOWNSHIP OF GILLIES
BY-LAW NO. 632**

Being a by-law to provide for an advisory committee to be struck with the mandate of addressing the service delivery of roads construction and maintenance for the Township of Gillies and to repeal By-law #514

WHEREAS the Council of the Corporation of the Township of Gillies deems it advisable to pass a by-law for the creation of an advisory committee with the mandate to address the service delivery of roads construction and maintenance in the Township;

NOW THEREFORE the Council of the Corporation of the Township of Gillies hereby enacts as follows:

1. DEFINITION

In this by-law:

Committee shall mean an entity composed of not more than six people that acts in an advisory capacity.

2. COMPOSITION

1. The committee shall be composed of not less than four members; two of the members shall be members of the Council of the Corporation of the Township.
2. The Chairperson shall be appointed by the committee members from amongst the committee members.
3. At the discretion of the Chair, up to two non-council members, not including municipal staff, may be appointed as members to the committee. Recruitment of non-council members shall follow the procedure outlined in By-law #633.
4. Any member, besides the Chair, shall keep a record of the meeting.

3. MANDATE

The mandate of this advisory committee includes, but is not limited to the following:

1. To recommend clear reporting criteria for record-keeping for the Roads Department that will provide data necessary for Council including data required for Municipal Performance Measurements and Municipal Financial Information Reporting.
2. To recommend procedures and guidelines for the operations and maintenance of the roads and bridges in Gillies Township while ensuring compliance with Ontario Regulation 239/02 - Minimum Maintenance Standards for Municipal Highways - made under the Municipal Act, and all other provincial legislation including the Occupational Health and Safety Act regulations.
3. To investigate service delivery models as alternatives to the delivery of roads services including out-sourcing and/or necessary staffing.
4. To seek advice from third parties as deemed necessary in establishing criteria, service standards, and reporting procedures.
5. To perform a roads inspection with the Roads Maintenance Coordinator at least once a year, twice if warranted.

6. The committee shall report to council at the next regular council meeting after the holding of a committee meeting.

4. MEETINGS

Meetings of the advisory committee will be held as may be determined from time to time by the Chair, at a location acceptable to the members.

5. This committee shall be known as the Roads Advisory Committee.
6. By-law #514 is hereby repealed.
7. This by-law shall be deemed to be effective on the date of passing.

READ A FIRST and SECOND TIME ON THE 14TH DAY OF JULY 2008.

READ A THIRD TIME AND FINALLY PASSED THIS 11th DAY OF AUGUST 2008.

THE CORPORATION OF THE TOWNSHIP OF GILLIES

REEVE _____

CLERK _____