



Committee Application

Griffith Mile Committee

Applications can be sent by email to the Deputy Clerk at clerk@greatermadawaska.com or in person/mail to the Township Office at 19 Parnell St, Calabogie ON, K0J 1H0 or by Fax: 613-752-2617. Submission deadline is **February 24th, 2023, at 4:00pm**. It is your responsibility to ensure that your application is received by the deadline, as late applications will not be considered.

Please read the attached Griffith Mile Committee Terms of Reference.

Contact Information:

Name: _____ Phone (Home): _____

Address: _____ Phone (Mobile): _____

_____ E-mail: _____

Please indicate your preferred method of contact: _____

Questionnaire:

1. Have you read and understood the attached Committee Terms of Reference? _____
2. Are you 18 years of age or older? _____
3. Are you a Resident and/or taxpayer in the Township of Greater Madawaska? _____
4. Why would you like to serve on the Griffith Mile Committee?

Notice of Collection:

This application may contain “Personal Information” as defined under the Municipal Freedom of Information Act and Protection Privacy Act. This information is collected pursuant to the Municipal Act, 2001 as amended. It will be used by the Township of Greater Madawaska to process this application to determine whether to appoint an individual to a committee, for administration of such appointment and for law enforcement purposes to ensure compliance with all applicable statues, regulation, and by-laws. Question about this collection should be directed to the Deputy Clerk, 19 Parnell St, Calabogie, K0J 1H0 (613) 752-2229.

Accessibility:

Accommodation will be provided in accordance with the *Accessibility for Ontarians with Disabilities Act (AODA)*.

Applicant’s Signature

Date



Griffith Mile Committee

Terms of Reference

2023

Purpose

The mandate of the Griffith Mile Committee is to make a recommendation to the Council regarding improving the safety of Highway 41 through the village of Griffith.

Membership

The Committee shall consist of a minimum of four (4) volunteer members and a member of the Council.

The committee shall have no more than eight (8) volunteer members.

Meetings

This Ad Hoc Committee will act as a committee, making a recommendation to Council. In this function:

- All committee meetings shall be open to the public to observe
- Meetings shall be held as required, at the call of the Chair
- Notice of meetings shall be made at least 48 hours in advance of such meeting and shall be posted on the Township's website, Facebook page, and bulletin board on the outside of the Township Office.
- The Committee shall meet as often as needed
- Quorum shall be the majority of committee members appointed
- Additional members may be added by Council resolution

Staff Contact/Administrative Support

The CAO will assign staff for agenda and minute taking responsibilities, and other tasks as deemed appropriate.

Final Report

The Committee shall prepare a final report on steps to improve safety on Highway 41 through the Village of Griffith. The Committee as part of the report advise if there is merit in the Committee continuing and if so what they hope to achieve.

Term

Ideally members of the Committee will be appointed at the Regular March Council Meeting 2023. The Committee will cease once the final report has been submitted to Council, unless extended by Council.