

Ignace Citizen Advisory Committee

March 22, 2021

Go to meeting link – provided in Email

Facilitator – Keith Roseborough for Petrina Taylor-Hertz

1. Welcome & call to order of first meeting – Mayor Penny Lucas
2. Discussion for Committee Chair
3. Current Meeting Business
 - a) Membership list
 - b) Terms of Reference
 - c) Volunteer Code of Conduct
 - d) Community Engagement – Needs Assessment
4. New Business
5. Next Meeting
6. Adjournment



The Corporation of the Township of Ignace
34 Hwy 17W., PO Box 248, Ignace, ON P0T 1T0
<https://ignace.ca>

Volunteer Code of Conduct

This Code of Conduct is meant to define the acceptable behaviour standards that are expected of all volunteer members of Committees and events of the Corporation of the Township of Ignace.

VOLUNTEERS, for definition purposes, are people who perform, or offers to perform a service or assume an obligation voluntarily with no expectation of remuneration or recognition.

All volunteers have the right to a respectful and safe environment while volunteering for the Township of Ignace, free from harassment, violence or prejudice. The township of Ignace expects all of its volunteers to maintain a level of personal conduct that will reflect positively on themselves and on the reputation of the Municipality. All volunteers are to be courteous at all times, to be respectful of fellow volunteers, members, staff, other persons, organizations and the community within which it works. Whatever the nature of the interaction – telephone call, face-to-face meeting, social media or event; a volunteer is a representative of the Township and must act accordingly.

Volunteers are expected to understand the nature of their role and responsibilities within the organization. Volunteers are expected keep their activities within the scope and boundaries of their roles and remain accountable to responsible authorities within the Corporation (Council, Committee Chairs and Officers of the Corporation).

Volunteers are expected to honour the need for confidentiality with respect to information obtained in the course of their volunteer work and will not disclose confidential information except as required by law.

I acknowledge that I have read the content of this Volunteer Code of Conduct and understand my obligations under these policies.

Signed this _____ day of _____, 20 ____.

Volunteer Signature

Volunteer Name (please print)

Copy of Copy of 2021 Budget - Public Input

Community Engagement - Needs Assessment

The Township of Ignace is putting together the 2021 budget and we want your input. Please complete by March 31, 2021. If you require a paper copy, please attend the Township of Ignace office.

Rate them in order of importance, 1 being most important.

* 1. Rate the following in order of importance. (The number 1 is the top priority)

Reinstate Curling

Upgrading the fitness centre

Upgrading the tennis courts

* 2. In order of importance, what changes, if any, would you like to see at the Municipal Office?

The addition of a performing arts centre.

Public washroom upgrades.

New or updated council chambers.

* 3. In order of importance, what would you consider more important to have at the Crossroads Centre?

To have a skills training centre.

To house a friendship centre or youth centre.

To house entrepreneurial development

* 4. List in order of importance

Waste Management upgrades to the Landfill Site

Implement Recycling

* 5. List in order of Importance the following

Upgrade walking paths / bike paths

Create more walking paths / bike paths

Outdoor Decor - Planters, sitting benches

Beach upgrades - Benches, playground equipment, walkway from beach to change rooms, new Pavilion at Agimak

Plaza Development

* 6. List in order of highest priority

- Senior Housing Centre
- Senior sport / exercise programming
- Community Senior Centre

* 7. If you have any suggestions for the Community Engagement - Needs Assessment Survey, please feel free to add them in the comment box.

IGNACE CITIZEN ADVISORY COMMITTEE

Terms of Reference

1.0 Mandate

- 1.1 The Ignace Citizen Advisory Committee (ICAC) is a committee appointed by Council. Its mandate is to independently research and make recommendations to Council regarding matters of concern and interest to the Citizens of Ignace.

2.0 Membership

- 2.1 Membership will consist of the following:
- a. 5-7 members of the Ignace community
 - b. 1 Councillor
 - c. Mayor
 - d. Staff Resource:
 - i. Planning, Development & Engagement Services Manager
 - ii. Clerk (or designate)
 - iii. Communications Specialist
- 2.2 Membership is the Term of Current Council
- 2.3 Members shall re-submit their applications for this committee if they so wish at the beginning of each Term of Council.

3.0 Code of Conduct and Oath of Confidentiality

- 3.1 Volunteers are required to sign the Township of Ignace Volunteer Code of Conduct as per By-Law #

4.0 Responsibilities

- 4.1 The Committee is to make recommendations to Council with regard to short-term and long-term planning for Ignace.
- 4.2 The committee members are to work with the Township staff on issues including but not limited to:
- a. planning ideas/wants for the Township of Ignace community members
 - b. engagement – if and/or when the Township should engage the advice of the committee – how often – for which issues (Township policies, programs, procedures, operations, communication initiatives)
- 4.3 The Committee is to submit a report and/or meeting minutes to Council at a minimum of quarterly.
- 4.4 The Committee is to decide at the first meeting each year on how often they can and should meet.

IGNACE CITIZEN ADVISORY COMMITTEE

Terms of Reference

5.0 Terms of Reference

- 5.1 The Committee is to review their Terms of Reference annually at the end of each year as part of their preparation for the next year.
- 5.2 Any recommendations for changes to the Terms of Reference are to be brought to Council for approval.

6.0 Other