

PUBLIC WORKS COMMITTEE  
TERMS OF REFERENCE

PURPOSE	To act as an advisory committee to Council regarding matters of public works, FireSmart and community safety. Responsible for the maintenance, repair and safe operation of public facilities, spaces and equipment within the Summer Village.
MEMBERSHIP	<ul style="list-style-type: none"><li>• One (1) Council Member</li><li>• Six (6) Public-At-Large representatives</li></ul>
AUTHORITY	The Committee will: <ul style="list-style-type: none"><li>• Maintain roads, parks, pathways, playground, sports court, golf course, disc golf course, community hall, beach and waste management and recycling facilities through volunteers or contractors.</li><li>• Review, discuss, plan and recommend to Council for approval FireSmart activities for the community.</li><li>• Review and discuss issues pertaining to the safety of the Village and make recommendations to Council as required.</li><li>• Be consulted on activities, developments, and plans being considered by Council and Administration that will have or potentially have an impact on the committee and it's work.</li><li>• Work with Administration to create and maintain an Asset Management and Life Cycling Plan for all public roads, facilities, spaces and equipment.</li><li>• Identify and recommend to Council the need for new or expanded public spaces, facilities or equipment.</li><li>• Identify and recommend the alteration or discontinued use of existing public spaces, facilities or equipment.</li><li>• As necessary, provide input into the budget as it relates to the work of the committee.</li><li>• Comply with the Summer Village of Ghost Lake Procedural Bylaw and the Municipal Government Act.</li></ul>
TERM	On-going
FUNDING	As authorized by Council during the annual budget cycle
APPROVAL DATE	March 8, 2026