

Draft Terms of Reference

Greater Sudbury Museums and Heritage Advisory Panel

Mandate:

- Provide advice and assist with the creation of short and long-term plans with goals and objectives relevant to museums' programming and cultural heritage representation, heritage tourism opportunities and heritage designation.
- Provide advice on municipal, provincial and federal policies and procedures pertaining to the museums' operations and activities; and
- Advise and assist Council on matters related to Parts IV and V of the Ontario Heritage Act, R.S.O 1990 c.0.18

Primary Objectives:

The Greater Sudbury Museums Advisory and Heritage Panel will provide advice and assist on:

- formulating the museums' statement of purpose and strategic plan;
- creating written policy specific to museums operating standards and recommended programs;
- fulfilling the mission of the museums;
- ensuring proper care and maintenance of the collection, museums and heritage programs;
- developing working relationships with relevant groups:
- matters related to the conservation of property of cultural heritage value or interest and/or heritage conservation districts under Parts IV and V of the Ontario Heritage Act; and
- preserving and developing Heritage Resources in the City as per the City of Greater Sudbury Official Plan

Staff Support:

Staff from the Museums Section will coordinate the activities of the advisory panel, with staff support, as required, from Planning Services and from Tourism and Culture.

Membership:

The Advisory Panel will be composed of people residing within the City of Greater Sudbury who demonstrate a strong commitment to the terms of reference. A diverse cross section of people should be chosen in order to bring the Panel relevant technical and professional expertise as well as strong advocacy, communication and organizational skills.

A minimum of nine (9) and maximum of eleven (11) members comprised of a broad representation of the culture and heritage sector, ideally including representation from:

- The Indigenous community
- The Francophone community

- People that demonstrate interest in local history, culture, geography or anthropology
- Private, not-for-profit, education and public sectors
- Youth (18 years – 30 years)
- Member(s) of Council

Time Commitment:

The Museums and Heritage Advisory Panel will meet quarterly, with additional meetings scheduled as required.

Term:

To coincide with the term of Council