

## **Purpose**

1. The Harbour Development Task Force (the “Task Force”) is established to consider harbour development opportunities and to report back to Council with recommendations for future action by September 2026.

## **Mandate**

2. The Task Force is directed to:
  - a. champion regional collaboration;
  - b. review relevant information, including action plans, engagement summaries, technical briefings, and staff reports;
  - c. consider local alignment opportunities between the City of Owen Sound Official Plan, the Future Owen Sound—Vision 2050 Long-Term Strategic Plan, and the strategies and action plans of intergovernmental bodies and initiatives, such as:
    - Grey County’s Economic Development, Tourism, and Culture Master Plan
    - Association of Municipalities of Ontario’s Indigenous Reconciliation Action Plan
    - Great Lakes and St Lawrence Cities Initiatives’ Economic Transformation Action Plan
  - d. request information from subject matter experts as needed;
  - e. provide guidance and non-binding advice to staff; and
  - f. prepare a report with recommended next steps for presentation and consideration by Council by September 2026.

## **Goals and Objectives**

3. The Task Force will review development options and opportunities related to the Owen Sound harbour and surrounding area to recommend future actions for the consideration of Council.

## **Composition**

4. The Task Force will be comprised of a maximum of twelve (12) members as follows:
  - a. Two (2) seats for the Owen Sound Mayor and the Chair of the Community Services Committee (or Council designate);
  - b. Two (2) seats for Indigenous members, such as Saugeen Ojibway Nation or Nawash Economic Development Corporation;
  - c. Four (4) seats for representatives of Grey County and Grey County municipalities located on the shoreline of Georgian Bay; and

- d. Four (4) seats for institutional or community experts with special knowledge related to the task force mandate.
5. All members will be appointed by Council and included in the Board and Committee By-law.
6. All members will be subject to the City's Code of Conduct.
7. Each member will have one vote.
8. The chair of the Task Force will be a Council member, chosen by the members at the first meeting of the Task Force using the Clerk's procedure in effect at the time.

### **Term**

9. The Task Force will begin on April 1, 2026, and will expire on August 31, 2026, or when the mandate of the Task Force is met.

### **Reporting**

10. Agendas and minutes of the Task Force will be created for internal use by the Task Force.
11. A final report will be presented to Council for consideration.

### **Meetings**

12. Up to six (6) meetings will be held at the call of the chair, at a location determined by the chair.
13. A quorum is not required for a meeting to take place.

### **Delegated Authority**

14. The Task Force does not have any decision-making capacity or delegated authority, except to direct staff to assist with administrative support, including the gathering of information and resource materials to assist the Task Force with its mandate.

### **Remuneration**

15. The Council members on the Task Force, including the chair, will not receive remuneration beyond the remuneration they receive as a member of Council.
16. All other Task Force members will serve in a volunteer capacity with no remuneration.

## **Staff Resources**

17. The Staff Liaison is the Senior Advisor, External Relations and Investment Attraction.
18. The Staff Liaison is responsible for gathering all agenda material or anything else requested by the Task Force and preparing the final report to Council.
19. The Task Force will be supported by a recording secretary who will be responsible for sending meeting invitations, circulating the agenda, and taking minutes at meetings.