

Society of Saint Vincent de Paul – Greater Toronto Central Council Camps Committee Terms of Reference

Name: Camps Committee

Type of Committee: Operating

Date Committee Formed: 1964

Last Review Date: January 2020

Mandate:

To act as oversight and support to Society staff in the operation of Marygrove Camp and Camp Ozanam, reflecting the best practices of camping traditions and the Society's principles of service.

Committee Membership:

The committee will consist of up to 9 members, 3 to 6 persons appointed by the Board of Directors from the Vincentian membership, in addition to the Executive Director and 1 Senior staff from each of Marygrove Camp and Camp Ozanam. The Chair of the Board of Directors is an ex-officio member.

Duties & Responsibilities:

- Be informed of Ontario Regulation 503/17: Recreational Camps, the Ontario Camps Standards, Regulation 170/03: Small Drinking Water Systems, Ministry of Natural Resources: Shoreline, Septic, Wastewater Regulations; Public Health, Food Premises and Child Welfare Legislation, Department of Oceans and Fisheries, Health and Safety Legislation, Ministry of Labour regulations; and other regulations and legislation that impacts the operation of children's camps
- Advise on staffing, policy, health and safety and facility mana
- Advise on camper registration, camper related matters, program development
- Review capital development, renovations and facility improvements
- Support community involvement and annual camp clean up
- Review financial performance and approve budget recommendations
- Seek out opportunities for facility and program expansion
- Support environmentally sustainable development, preservation and forest management adhering to best practices in the industry
- Liaise with funders as required
- Attend and report at Board meetings at the request of the Board or by request of the Committee
- Provide an annual written report to the Board

Meetings:

Committee meetings take place 4 to 5 times between September and August for approximately 1.5 hours at the Head Office or virtually; one meeting will occur at Marygrove Camp or Camp Ozanam. With the exception of the meeting that takes place at one of the camps, members may virtually attend meetings by agreed upon methods.

Reporting Requirements:

The committee will report to the Board of Directors as required on the items under Duties and Responsibilities and provide verbal or written reports through the Executive Director, on pertinent issues discussed at each meeting and any recommendations to be tabled for action.

February 12, 2020