

Date: February 26, 2025
To: Chair and Members of the West Harbour Site (WHS) Vision Board Committee
From: Paul Takala, CEO/Chief Librarian
Cindy Poggiaroni, Director Collections and Program Development
Subject: **West Harbour Site Vision Board Committee Membership Update – PT/CP**

RECOMMENDATION

That the West Harbour Site Vision Board Committee receive the updated Terms of Reference for information.

BACKGROUND

At the start of the new year, a new Board Chair is appointed in accordance with the Bylaws. As the Board Chair serves as an ex officio member of all Board Committees, the Terms of Reference for the West Harbour Site Vision Board Committee will be updated to reflect this change in membership. The composition of the remaining committee members will remain unchanged to ensure continuity with the ongoing study.

Another change to the Terms of Reference includes adjusting the timelines for the Study's submission to Council from Q1, 2026, to Q1, 2027. This change reflects the delayed issuance of the Request for Proposal for consulting services as a result of the cybersecurity incident and updates to the procurement process to recognize the input of the Indigenous Community Working Group members.

Once the consultant has been brought on board, a full evaluation of the Study timeline will be completed. Any changes to estimated completion will be reported through future updates.