



## **TERMS OF REFERENCE KINGSVILLE HIGHLAND GAMES**

Authorizing or Mandating Legislation: None

Procedural By-law: By-law 105-2011 as amended from time to time

Approved: \_\_\_\_\_

Evaluation Date: January 2021

Date of Formation: January 2019

---

### **1.0 PURPOSE**

To create a memorable, fiscally responsible annual festival to celebrate the Scottish and Celtic Culture while partnering with local business and organizations

-And-

To promote the general betterment and positive self-image of our community using the identified strengths that exist in the community;

### **2.0 COMMITTEE PARTICULARS**

#### **2.1 Resource:**

- 2.1.1 Parks and Recreation Program Manager; Municipal Services; Kingsville BIA; Manager of Municipal Facilities and Property
- 2.1.2 Staff Support: As determined by the Parks and Recreation Program Manager
- 2.1.3 Number of Council Members: One
- 2.1.4 Number of Community Members: Ten minimum

**2.2 Term:** January 1, 2019 to November 14, 2022

**2.3 Meeting Frequency:** Quarterly unless called by the Chair

**2.4 Remuneration:** None

### **3.0 SCOPE OF WORK**

The Committee shall:

- 3.1** Plan, organize and operate the annual Communities in Bloom tour in collaboration with the Parks and Recreation Department, Municipal Services, Local Businesses and individual homeowners
- 3.2** Act as and recruit volunteers to assist in the operation of the annual Kingsville Highland Games event
- 3.3** Develop methods and new ideas to maintain the sustainability and build upon the tourism draw of the Kingsville Highland Games.

### **4.0 REQUIRED SKILLS**

Strategy	Project Management	Communications
Risk Management	Business Management	Stakeholder Relations