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Date: September 5, 2017

To: Mayor and Council

Author: Peggy Van Mierlo-West, CAO

RE: Cottam Revitalization Committee – Terms of Reference

Report No.:

AIM

To provide Council with a framework for providing Community Input into the development of a community betterment plan for Cottam.

BACKGROUND

At the recent Community Improvement Plan public input session held in Cottam, residents were able to provide input towards the proposed project. Overall, the plan itself was well received, however based upon overall comments from the public there is a need for further discussion surrounding the overall revitalization and business attraction of the area.

There was a sense that more public input sessions and the development of an action plan surrounding the betterment of the area was required. The attached document is a draft terms of reference for an ad hoc committee to assist in the development of this plan.

DISCUSSION

The positive outcomes of public collaboration are numerous, and far outweigh the potential challenges. Residents' input will strengthen the future well-being of the community, which in return will place Council in a position to understand the issues. In addition, residents, who take part in collaboration, will be in a position to understand the processes of government.

The Committee will have the task of bridging the gap of communication and developing ideas for the revitalization of Cottam. Duties for the committee will include, meeting for brainstorming sessions, assisting in the development of public input sessions, facilitating these sessions, dissecting the information coming forth and finalizing a long-term community betterment plan for Cottam. The Committee will also be tasked with the

development of funding options for these initiatives. Once complete the plan will be presented to Council for review and approval.

It is anticipated that this project will take approximately 8 months to complete and projects would be included within the 2019 Budget. The plan will consist of short, mid and long term goals.

LINK TO STRATEGIC PLAN

Promote the betterment, self-image and attitude of the community.

FINANCIAL CONSIDERATIONS

The committee is an unpaid position hence the development of the plan will not affect the overall budget. Recommendations will be brought forward for review and insertion within the long-term operational and capital plan. Projects will be reviewed annually during budget deliberation.

CONSULTATIONS

Attendees at the Community Improvement Plan open house.

RECOMMENDATION

That the attached Terms of Reference for the Cottam Revitalization Committee be approved; and that advertising for resident position begin immediately.

Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer