

		TERMS OF REFERENCE COTTAM REVITALIZAITON COMMITTEE	
Approved: TBA			
COMMITTEE PARTICULARS			
Type: Advisory, reporting to The Town Council.		Authorizing or Mandating Legislation: None	
Date of Formation: April 24, 2014		Term: December 1, 2014 to November 30, 2018	
Meeting Frequency: To be determined		Evaluation Date: January 2018	
Resource: Executing Assistant to the Mayor an CAO		Staff Support: C.A.O Manager of Parks and Recreation Manager of Facilities and Properties	
Number of Council Members: Two		Number of Community Members: Seven	
Procedural By-law: By-law 55-2016 as amended from time to time		Remuneration: None	
LINK TO STRATEGIC PLAN			
To maintain and improve the health, safety and well-being of our residents.			
PURPOSE			
The Committee's key role is to offer advice to Town of Kingsville the revitalization and beautification of the Cottam area.			
SCOPE OF WORK			
The purpose of the Committee is to assist the Town of Kingsville to obtain the best outcomes by: <ul style="list-style-type: none">• providing community representatives input• providing advice on the topics including issues and possible solutions• providing advice within budget constraints to achieve desired outcomes• ensuring the views of each of the stakeholders are known and given full consideration• ensuring that projects are within other relevant Council strategies, policies and legislation			
REQUIRED SKILLS			
X Strategy	Project Management	Finance/Accounting	X Communications
Risk Management	Business Management	Legal	Critical Thinking / Analysis
X Stakeholder Relations	Land Use Planning	Organization	