



TERMS OF REFERENCE METTAWAS WATERFRONT PARK FUNDRAISING COMMITTEE

Authorizing or Mandating Legislation: None
Procedural By-law: By-law 55-2016, as amended from time to time
Approved: March 9, 2015
Date of Formation: January 2016
Evaluation Date: January 2020

1.0 PURPOSE

To raise funds for the development of the Mettawas Waterfront Park and Trail Project.

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To maintain and improve the health, safety and well being of our residents.

2.0 COMMITTEE PARTICULARS

2.1 Resource:

- 2.1.1 Staff Support: Support by Administration as required
- 2.1.2 Number of Council Members: Maximum of two
- 2.1.3 Number of Community Members: Minimum of five

2.2 Term: January, 2019 to November 14, 2022

2.3 Meeting Frequency: Monthly, more frequently if required

2.4 Remuneration: None

3.0 SCOPE OF WORK

The committee shall:

- 3.1 Determine fundraising initiatives, community special events and fundraising sponsorship plans as recommendation to the Parks, Recreation and Arts/Culture Committee ("PRAC")
- 3.2 Organize and operate Council directed initiatives, events and plans
- 3.3 Recruit additional volunteers, as may required, to operate initiatives, events and plans
- 3.4 Prepare and submit to the PRAC quarterly reports, with budget estimates and recommendations of community fundraising initiatives, for final recommendation to Council.

4.0 REQUIRED SKILLS

Strategy

Critical Thinking/Analysis

Project Management

Business Management

Communications

Organization