



TERMS OF REFERENCE KINGSVILLE HIGHLAND GAMES

Authorizing or Mandating Legislation: None

Procedural By-law: By-law 55-2016, as amended from time to time

Approved: December 10, 2018

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

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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 Type: Advisory, reporting to the Parks, Recreation, Arts and Culture Committee

2.2 Resources:

2.2.1 Parks and Recreation Program Manager; Municipal Services; Kingsville BIA; Manager of Municipal Facilities and Property

2.2.2 Staff Support: As determined by the Parks and Recreation Program Manager

2.2.3 Number of Council Members: One

2.2.4 Number of Community Members: Ten minimum

2.3 Term: January 1, 2019 to November 14, 2022

2.4 Meeting Frequency: Quarterly unless called by the Chair

2.5 Remuneration: None

3.0 SCOPE OF WORK

The Committee shall:

3.1 Plan, organize and operate the annual Kingsville Highland Games festival 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