



# 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 2021

---

## 1.0 PURPOSE

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

-And-

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

## 2.0 COMMITTEE PARTICULARS

**2.1 Type:** Fundraising

**2.2 Resources:**

2.2.1 Staff Support: Support by Administration as required

2.2.2 Number of Council Members: Maximum of two

2.2.3 Number of Community Members: Minimum of five

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

**2.4 Meeting Frequency:** Monthly, more frequently if required

**2.5 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 ("PRACC")

**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	Project Management	Communications
Critical Thinking/Analysis	Business Management	Organization