

South Dundas Community Improvement Plan Review Committee Terms of Reference

The Community Improvement Plan (CIP) for the Municipality of South Dundas was officially adopted on July 17, 2018 by Council. The Committee, as appointed by Council, has the responsibility to review submitted CIP applications.

Committee Mandate:

To review submitted CIP applications, award grants (subject to funding being available in the approved yearly Economic Development Budget) and to make recommendations regarding granting commercial loan requests, included in submitted CIP applications, to Municipal Council. The Committee will also provide annual updates to Council regarding projects that were approved for CIP funding.

Committee Objective:

The Committee follows the general objectives as set out in the Community Improvement Plan:

1. To maintain the well-being of urban and rural settlement areas of the Municipality;
2. To increase employment, economic activity and investment;
3. To ensure the maintenance of the existing building stock;
4. To encourage private sector investment and the strengthening of the economic base;
5. To enhance the visual appearance of the Community Improvement Area;
6. To encourage the continued commercial vitality and economic viability throughout all seasons of the year.

Committee Structure:

The Committee is made up of five members who are appointed by Council. The members include:

A Member of Council
Chief Administrative Officer/Treasurer
Director of Planning, Building and Enforcement
Economic Development Officer
A volunteer resident of the Community

Committee Reporting and Communication:

The Review Committee reports back to Council through the Economic Development Officer who will present the recommendations of the Committee. Annual reports will be presented to update Council and the public about successful applicants and completed projects.

Amendments to the Terms of Reference:

Amendments to the Terms of Reference can only be made by Council. The Committee may review the Terms of Reference from time to time and make recommendations to Council regarding amendments.

Pecuniary Interest:

In accordance with the Municipal Conflict of Interest Act, any member of the Committee shall disclose any direct or indirect pecuniary interest for themselves or a family member and shall state the general nature of such interest. The member shall not vote on a CIP application if he or she has declared a pecuniary interest.

Committee Meetings:

The Review Committee will meet within the first two weeks after the submission deadline for applications and then meet on an as needed basis to review applications submitted after the initial deadline and to review completed works of successful applicants.