



Terms of Reference

Community Improvement Committee

Date Approved by Council: October 30, 2023

Sunset Date: N/A

Mandate:

To provide guidance and recommendations regarding incentive program applications pursuant to the Town of Orangeville Community Improvement Plan (CIP), and to make recommendations to Council regarding incentive program promotion, funding and implementation.

Goals/Objectives:

The Community Improvement Committee will accomplish its mandate by:

- 1) Reviewing incentive program application submissions and providing direction and recommendations to staff regarding approvals, and/or providing feedback to applicants where applicable;
- 2) Providing advice and recommendations to Council on measures of success for CIP incentive program performance; and
- 3) Providing advice and recommendations to Council regarding incentive program funding and implementation matters consistent with the CIP.

In carrying-out the foregoing, the Committee will have regard for the following:

- i) The Town of Orangeville CIP
- ii) The Town of Orangeville Design Guidelines;
- iii) The Town of Orangeville Official Plan;
- iv) The Town of Orangeville Sustainable Neighbourhood Action Plan (SNAP)
- v) The Town of Orangeville Strategic Plan
- vi) Heritage Designations, Conservation Districts and the Municipal Heritage Register; and
- vii) Applicable Town Development Standards, Guidelines, Policies and Procedures

Reporting to Council:

The Committee will:

- 1) Report to Council through the distribution of minutes;
- 2) Submit comments to the Planning Division for inclusion in any recommendation reports and/or presentations to Council; and
- 3) Present and submit an annual report to Council.

Enabling Legislation, By-Law or Staff Report:

By-law 2022-062 – To designate a new Community Improvement Project Area
By-law 2022-063 – To adopt a new Community Improvement Plan
Report INS-2022-047 – Recommendation to Adopt a new Community Improvement Plan

Committee Composition:

The Committee shall consist of seven (7) members comprised of:

- 1 appointed member of Council*
- 1 member recommended from each of the following Advisory Committees and interest groups:

- Heritage Orangeville
- Access Orangeville
- Sustainable Orangeville
- Economic Development and Culture Committee (EDC)
- Orangeville Business Improvement Area (BIA)

*Councillors that serve on any of the Committees or interest groups listed cannot be appointed as the representative of that Committee.

Skills Requested

Members should:

- i) have demonstrated expertise in their respective affiliation(s);
- ii) have knowledge of building and construction practices;
- iii) have knowledge of site planning, design & development processes;
- iv) be advocates for good planning and the broader public interest; and
- v) have a reasonable understanding of financial matters related to building construction, real estate and site development.

Administration Section

Department Linkage: Infrastructure Services Department, Planning Division

Administrative Support: Administrative Assistant, Planning and Building

Staff Support:

Manager, Planning or their designate: to provide technical expertise and advice; and to assist in facilitating meeting discussions

Other Division staff to provide support, as needed

Meeting Frequency:

Monthly, or at the call of the Chair