

Newmarket Downtown Financial Investment Committee

Type	Previous Terms of Reference	Amendments
Format (by sub-heading)	Role established within NEDAC Terms of Reference under governance.	<ol style="list-style-type: none"> 1. Name 2. Reports to 3. Status 4. Established 5. Enabling Legislation/ Authorizing By-law 6. Mandate 7. Deliverables 8. Strategic Plan Linkages 9. Committee Composition and Staff Resources 10. Qualifications 11. Frequency of Meetings 12. Budget Consideration 13. Work Plan 14. Remuneration 15. Term of Office 16. Committee Review/ Sunset Date
Mission/ Mandate	Not Included.	<p>The Newmarket Downtown Financial Investment Committee’s goal is undertake the economic development, growth and revitalization of Newmarket's Historic Downtown as defined in the Community Improvement Plan (CIP) and to improve the economic and social well-being of the community as a whole.</p> <p>The Committee will be responsible for the following:</p> <ul style="list-style-type: none"> • Working to revitalize and sustain the Downtown community. • Creating stimulating partnerships using municipal and other public/private incentives.
Alignment with Corporate Strategic Plan/ Strategic Plan Linkages	Not Included.	<p>This mandate meets the following Corporate Strategic Goals:</p> <ol style="list-style-type: none"> 1. Living Well: Environmental protection and natural heritage protection. 2. Well-equipped and managed: Fiscal Responsibility, Clear vision of the Future and aligned corporate/business plans. <p>This mandate meets the following Council Strategic Priorities:</p> <ol style="list-style-type: none"> 1. Economic Development/Jobs: Supporting innovative projects and partnerships with various sectors.

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Governance	<ul style="list-style-type: none"> •Review and make recommendations to the CAO regarding funding applications results under the Community Improvement Plans Financial Incentives Program. •Provide general advice and input on Downtown EconomicDevelopment issues through the representative on NEDAC. •Sub-committee minutes circulated to NEDAC. 	Not Included.
Term	Not Included.	A Member's term on the Committee shall be concurrent with the Term of Council, unless otherwise indicated in the Committee's Mandate, or until a successor is appointed.
Recruitment/ Qualifications	<ul style="list-style-type: none"> •Property owners or business tenants located within the downtown CIP area. 	<p>Consideration shall be given to inclusion of the following qualifications during the appointment process:</p> <ul style="list-style-type: none"> • Property owners or business tenants located within the downtown CIP area are preferred.
Work Plan	Not Included.	A report or presentation summarizing the Committee's accomplishments shall be provided to Council in the fourth (4th) quarter annually.
Support Services	Not Included.	Not Included.
Program Budget/ Budget Consideration	Not Included.	The fiscal year of the Committee shall be from January 1 to December 31. The Committee will work with the assigned staff resource to submit a budget request that reflects their upcoming year's operating and capital needs, in keeping with corporate budget directions and timelines.
Meetings	<ul style="list-style-type: none"> •Downtown Advisory Sub-committee meeting would also be held monthly, subject to Financial Assistance applications and/or other downtown issues requiring immediate attention. 	<ul style="list-style-type: none"> • Monthly, subject to the submission of sufficient Financial Incentive Program Applications.

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Enabling Legislation	Not Included.	<p>The Newmarket Downtown Financial Investment Committee-former Newmarket Downtown Development Committee (NDDC), renamed Newmarket downtown Development Sub-committee (NDDS) - was authorized by Council in July 2003 through By-law 2003-90.</p> <p>The Newmarket Downtown Financial Investment Committee is required to adhere to the provisions outlined in the Town's Procedural By-Law 2013-46, as amended from time to time, Committee Public Appointment Policy, and Committee Administration Policy.</p>
Deliverables	See under Governance.	<p>The Committee will accomplish its mandate by:</p> <ul style="list-style-type: none"> • Reviewing and making recommendations to the CAO regarding funding application requests under the Community Improvement Plan's financial Incentives Program. • Helping determine future uses of vacant buildings. • Initiating infrastructure and aesthetic improvements. • Supporting the improvement and expansion of downtown properties. • Acting as an information source for the area. • Promoting design, improvements and re-development that respects our environment and heritage. • Consider recommendations of the Newmarket Heritage Conservation District Committee where applicable, during deliberations of funding requests.
Committee Composition and Staff Resources	<p>Total=5: Quorum is 3. Chaired by NEDAC Downtown representative; Ward 5 Councillor; 3 property owners or business tenants located within the downtown CIP area.</p>	<p>The Newmarket Downtown Financial Investment Committee will be composed of:</p> <ul style="list-style-type: none"> • Three (3) citizen members • Ward 5 Councillor <p>The Newmarket Downtown Financial Investment Committee will be supported by:</p> <ul style="list-style-type: none"> • Economic Development staff resources.
Remuneration	Not Included.	<ul style="list-style-type: none"> •No remuneration

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Committee Review/Sunset Date	Not Included.	Every four years to coincide with the Term of Council or when a change to legislation impacts the obligations and responsibilities of the Committee.