



Downtown Revitalization Committee Terms of Reference

Purpose/Objective

The Downtown Revitalization Committee is responsible for the coordination of efforts to improve the appearance and vitality of Downtown Truro. Since 2005, the Committee has been working on the implementation of the Downtown Truro Master Plan.

Appointment of the Committee

Council shall appoint members to the Downtown Revitalization Committee. Membership of the Committee shall consist of three Council members and two members from the Downtown Truro Partnership.

Appointments shall be annually for a period of up to three years with any such member so appointed eligible for one further term of appointment. Appointments shall be made by Council at a regular public meeting.

The Chair and Vice Chair of the Committee shall be elected by the Committee. Members so elected shall hold the positions for a period of one year, after which a new Chair and Vice Chair shall be elected by the members of the Committee, with the provision that the existing Chair and Vice Chair shall be eligible for re-election to either of the two positions.

A quorum consists of three voting members.

Responsibilities of the Committee



Accountability

Committee members are expected to attend meetings regularly. If a member is continuously absent from Committee meetings for a period of three consecutive regularly scheduled meetings, unless the absence is because of illness, or similar acceptable reasoning, the member is deemed removed and Council may proceed to replace that member. If a Committee member finds it necessary to resign from the Committee, a letter to that effect should be sent to the Chair of the Committee and copied to the Secretary.

Town Council shall have the power to remove any member of the Committee from office at any time.

Committee Meetings

Committee meetings are convened at the request of the Committee Chair, on an as needed basis.

Recommendations shall be brought to the attention of the Town Council in writing by the Chair or Vice Chair of the Committee.

Meetings typically occur on a Wednesday or Thursday at 12 noon.

Additional Information

For additional information on the Downtown Revitalization Committee, please contact _____ at 902-_____-____ or via email at ____@truro.ca.

