

TERMS OF REFERENCE

Pincher Creek Community Housing Committee

PURPOSE OF THE COMMITTEE:

The Pincher Creek Community Housing Committee shall study and provide advice to the Town of Pincher Creek regarding matters related to:

- facilitation of the success factor identified in the 2014 Strategic Plan to increase housing for an additional 200 residents by 2016
- development of a Housing Action Plan
- identification of housing trends/need within the Town of Pincher Creek
- available land
- housing inventory (all types)
- zoning
- Federal/provincial housing grants

Specifically, the Committee will:

- review the 2010 Pincher Creek Housing Needs Assessment
- discuss and make recommendations on updating that report
- review the 2016 Pincher Creek Housing Needs Assessment Update
- discuss and prioritize available publically owned properties
- discuss and prioritize available privately owned properties
- discuss current zoning practices related to various housing types and locations
- receive and consider housing information from the public
- consult with builders/developers regarding housing issues
- provide regular reports to the Town Council regarding the progress of the committee

MEMBERSHIP:

The Committee shall be composed of up to 4 voting members. Composition shall be as follows:

Town of Pincher Creek – three (3) Councillors

Pincher Creek Foundation – one (1) representative

A member of the Committee will be disqualified to serve on the Committee if they:

- Cease to be a resident of Pincher Creek
- Are absent for three (3) meetings unless absences are authorized by the Town of Pincher Creek
- Send written notice of resignation to the Town of Pincher Creek

TERM OF THE COMMITTEE:

- two (2) years (April 2014 to April 2016) or until such time as the purpose of the committee has been fulfilled
- the Committee shall serve at the pleasure of Council and may be dissolved at any time with the agreement of the Town of Pincher Creek or by committee resignation or recommendation.

CONDUCT OF MEETINGS:

- Meetings will be conducted in accordance with Bylaw 1596-13A

AUTHORITY OF THE COMMITTEE:

- The Committee shall act in an advisory capacity to the Town Council and shall not have the power to direct Town consultants or enter into any agreements.

FINANCIAL:

- The Committee may not incur any expenses unless authorized by the Town of Pincher Creek.