

CITY OF GRAND FORKS

POLICY TITLE: Economic Development Advisory Committee POLICY NO: 1503

EFFECTIVE DATE: November 7, 2011

NEW:

APPROVAL: Council

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Purpose:

To establish An Economic Development Advisory Committee with Terms of Reference.

Policy:

1. Purpose of Committee:

The purpose of the Economic Development Advisory Committee is to assist and advise Council and Staff on matters pertaining to sustainable Economic Development and Tourism including but not limited to the following:

- (i) Maintaining a comprehensive economic development plan;
- (ii) Work on strategies for advancing economic development within the City which facilitates community sustainability in areas of business attraction, expansion and retention;
- (iii) Collaborate with other Community Stakeholder groups to establish economic development and tourism common goals/practices for the good of a sustainable community;
- (iv) Assist the city in building appropriate relationships with regional stakeholder groups, provincial government ministries and provincial agencies for the good of a sustainable community.

2. Scope:

Due to the broad nature of the advisory committee, members will be required to have a general knowledge of economic development, tourism and community sustainability principals.

3. Advisory Committee Membership:

The Grand Forks Economic Development Advisory Committee shall be appointed by resolution of Council and will be comprised of:

- One (1) City Councillor (and 1 alternate)

- Eight (8) public members

4. Term of Office:

Public members appointed on a three (3) year calendar rotation by resolution of Council expires December 31st in the year;

2012 – 2 public members

2013 – 3 public members

2014 – 3 public members

Public members shall not serve more than two (2) consecutive terms unless no one is re-appointed by direction of Council. Council members may be appointed annually. Council may request the resignation of any Committee member at any time or if a member misses four (4) consecutive meetings. Any member of the Committee may resign at any time upon sending notice to Council.

5. Chairmanship:

Chairperson shall be elected annually by members of the Committee at the first meeting of the year and shall remain in the chair for their term.

6. Meetings:

Meetings will be set monthly, day and time to be set at the first meeting of the year.

7. Budget:

The Committee will develop a budget that will be presented to Council for inclusion in the 5 year financial plan.

8. Remuneration:

Citizen volunteers will serve without remuneration.

9. Administrative Authority:

Chief Administrative Officer