

THE CORPORATION OF THE TOWN OF SMITHS FALLS

BY-LAW NO. 8405-2011

*BY-LAW TO ADOPT THE REVISED TERMS OF REFERENCE FOR THE
ECONOMIC DEVELOPMENT ADVISORY BOARD
(Amending Name of Committee and the Terms of Reference)*

WHEREAS Section 9 of the Municipal Act, 2001 as amended confers upon municipalities the authority to govern their affairs as they consider appropriate, and


WHEREAS the Council of the Corporation of the Town of Smiths Falls passed By-Law 8162-2008 to establish an Economic Development Advisory Board;

NOW THEREFORE Council of the Corporation of the Town of Smiths Falls enacts as follows:

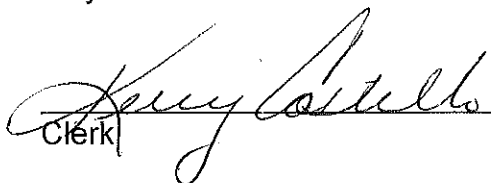
1. THAT the name be changed to Economic Development Advisory Committee.
2. THAT the Revised Terms of Reference for the said Committee shall be as outlined on Schedule "A" attached hereto.
3. THAT this By-law shall come into force and effect upon the final reading thereof.

Read a First and second time this 4th day of April 2011

Read a third time and passed this 4th day of April 2011



Mayor



Clerk

Economic Development Advisory Committee (EDAC)

Terms of Reference

(adopted via By-law 8405-2011)

WHEREAS the Town of Smiths Falls is blessed with an abundance of talented business people who are willing to lend their experience and expertise;

AND WHEREAS Council recognizes and understands that Economic Development initiatives are most effective when business leaders and staff work in a collaborative way to craft and execute strategies;

NOW THEREFORE the Council of the Town of Smiths Falls hereby establishes an Economic Development Advisory Committee for the purpose of providing advice for enhancing the economic well being of the community;

THE **mandate** of the Committee shall be to assist Council through Staff with their efforts to generate and sustain employment and business investment in the Town of Smiths Falls by:

- Acting as a sounding board in response to initiatives of the Economic Development Office as well as to business groups and associations in the community;
- Assisting with various economic development projects initiated by staff;
- Assisting in the drafting and execution of a detailed economic development plan that is reviewed and updated annually.
- Seeking out and identifying opportunities to help the town achieve its social-economic development goals;
- Providing timely information regarding events and issues of importance occurring in and to the local business community;
- Providing leadership on partnership initiatives with the youth through taking an active mentorship role and supporting partnership development;
- Identifying any problems or issues the Town needs to deal with to assist local business;
- Suggesting and recommending to staff ways the town can support, retain and/or attract business investment to the community;
- Identifying and reporting on competitiveness issues, policy and programs;
- Assisting with the dissemination of information from the town to the local business community;

To assist with the clarification of roles and responsibilities the committee shall have a makeup that includes voting and non-voting members. The non-voting members are included to act as a resource and/or a reporting mechanism. They will assist the board to craft recommendations while considering Municipal regulations and budgetary impacts. The voting members will come to a consensus through discussion to determine formal recommendations.

Non-Voting

- 2 members of council (liaison role)
- Staff to report on the current activities and any corresponding results and to seek input on specific areas of need.

Voting Members

All members shall be appointed by Council.

- 1 Person to represent The Smiths Falls and District Chamber of Commerce (recommendation(s) requested from the Executive Committee of that organization)
- 1 Person to represent The Downtown Business Association (recommendation(s) requested from the Executive Committee of that organization)
- 1 Person to represent from the Manufacturing/Industrial Sector
- 1 Person to represent the Real Property sector
- 1 Person to represent the Hospitality/Tourism sector
- 1 Person to represent the Retail/Commercial sector
- 1 Person to represent the Education sector (secondary or post secondary)
- 1 representative of the Community Futures Development Corporation of Lanark and North Leeds (recommendation(s) requested from the Executive Committee of that organization).

Council will also have the power to appoint up to 4 additional persons to further compliment the committee.

Chairperson

Council will appoint the Chairperson for the term as set out by Council.

Meetings

Shall generally be held monthly.