

# DISTRICT OF CLEARWATER

## ECONOMIC DEVELOPMENT STANDING COMMITTEE

### TERMS OF REFERENCE

As per Section 141 of the *Community Charter* the mayor must establish standing committees for matters the mayor considers would be better dealt with by committee and must appoint persons to those committees.

#### **PURPOSE OF COMMITTEE:**

To recommend to Council policies, bylaws and budget items related to District of Clearwater economic development.

#### **COMMITTEE MEMBERS:**

Chair	Acting Mayor
Members	All members of Council may be committee members. Chief Administrative Officer, Isabell Hadford (non-voting) Corporate Administrator, Leslie Groulx (non-voting) Director of Finance, Scott Coulson (non-voting)

The Committee Chair will be the Acting Mayor and will rotate as per the Acting Mayor Schedule adopted by Council.

#### **MEETINGS:**

The Committee will meet monthly on Tuesday according to the schedule provided or as required in the District of Clearwater Municipal Council Chambers.

#### **COMMITTEE'S ROLE:**

1. Prepare and draft for Council's consideration policies and bylaws related to District of Clearwater economic development.
2. Review and develop amendments to economic development policies and bylaws.
3. Prepare and prioritize for Council's consideration a list of items to be included in the District of Clearwater budget for economic development and recommend funding sources.
4. Other items assigned by Council to the Committee related to economic development.
5. Where necessary, the Committee shall refer to the "District of Clearwater and the Thompson-Nicola Regional District Joint Services Advisory Committee Bylaw No. 20, 2009" for projects of mutual concern/interest to the Thompson-Nicola Regional District and District of Clearwater.

**STAFF'S ROLE:**

1. Assist the Committee in the preparation of policies, bylaws, and budgets related to District of Clearwater economic development.
2. Bring forward for Council's consideration draft policies, bylaws and budgets recommended by the Committee.
3. Manage the operation and contracts of activities related to economic development for the District of Clearwater.

ECONOMIC DEVELOPMENT STANDING COMMITTEE TERMS OF REFERENCE ADOPTED BY THE COUNCIL OF THE DISTRICT OF CLEARWATER THIS 19<sup>th</sup> DAY OF MAY 2009.