

# The Corporation of the Township of Whitewater Region

## By-law Number 17-09-991

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### **Being a by-law to establish through Terms of Reference the Economic Development Advisory Committee and appoint its members**

**Whereas**, Section 11(3)10 of the Municipal Act, 2001 S.O. 2001, c.25 as amended provides the municipality with broad authority within the sphere of economic development services; and

**Whereas**, Council deems it expedient and necessary to establish a Economic Development Advisory Committee;

**Now therefore Council of the Corporation of the Township of Whitewater Region enacts as follows:**

1. That the Economic Development Advisory Committee is hereby established.
2. That the Terms of Reference, included as Schedule A and forming part of this by-law, are hereby adopted.
3. That the following persons are hereby appointed at the pleasure of Council for the term expiring on November 30, 2018 or at such earlier time Council considers appropriate:

Mayor Hal Johnson – Chair  
Councillor Chris Olmstead – Co-Chair

Mark Enright (construction/development)  
Gordon Huckabone (agribusiness/farming)  
Cindy Jamieson (commercial/tourism)  
Joe Janota (professional services/consulting)  
Joe Kowalski (tourism/hospitality, development)  
Jody Langton (agribusiness/transportation)  
Chris "High Tower" Thompson (retail/hospitality)  
Dirk Van Wikj (tourism/hospitality)

Robert Tremblay, CAO/Clerk  
Doug Schultz, CBO/Manager of Building & Property Services  
Carmen Miller, Deputy Clerk (Recording Secretary)

4. That this by-law shall come into force and take effect upon being passed by Council.

**Read a first, second and third time and finally passed this 6th day of September, 2017.**

  
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Hal Johnson, Mayor

  
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Robert H.A. Tremblay, Clerk

**Terms of Reference  
Whitewater Region  
Economic Development Advisory Committee**

**1. Mandate**

The Economic Development Advisory Committee provides a collaborative forum for discussion of economic development ideas, opportunities, and matters of common interest in the Township of Whitewater Region.

**2. Focus**

The Economic Development Advisory Committee provides advice to Council and staff to position the Township as open for business and a great place to do business. It assists the Township to identify and recommend opportunities for effective local and regional economic development initiatives, fosters a positive community wide investment image, promotes the enhanced quality of life the Township offers, and enhances the profile of Whitewater Region as an attractive business environment for existing and prospective businesses.

The Advisory Committee serves as a sounding board and consultative body.

**3. Term**

The Economic Development Advisory Committee will be appointed by Council consistent with appointment practices. The term of appointment will correspond to the term of Council. Vacancies will be filled on an as-needed basis.

**4. Composition**

The Advisory Committee will be comprised of representatives of the business community, strategic partners, and municipal officials.

Seven to nine volunteer representatives shall be appointed from a variety of sectors on the recommendation of the Mayor:

- Agribusiness/Farming
- Construction/Development
- Home-based Business
- Manufacturing/Industrial
- Professional Services/Consulting
- Real Estate
- Retail/Commercial
- Tourism/Hospitality
- Transportation/Telecommunications

Two members of Whitewater Region Council shall be appointed on the recommendation of the Mayor.

The following staff will serve as resources:

- CAO/Clerk (or designate); CBO/Manager of Building & Property

Regional tourism and economic development related organizations will be invited to attend and participate on an as required basis.

The Advisory Committee is committed to acting in an ethical manner with the avoidance of conflict of interest as a body and as individuals, while meeting legislative requirements.

## **5. Compensation**

No compensation shall be made to members of the Economic Development Advisory Committee for their participation.

## **6. Attendance and Procedures**

A member of Council will serve as Chair.

A quorum comprised of more than 50 per cent of appointed members will be required to hold a meeting. In order to maintain a strong level of commitment, members who are absent for three consecutive meetings (without good cause) will be deemed to have resigned.

The Advisory Committee will work in a collaborative manner seeking consensus. Recommendations shall be formulated for consideration by Council.

## **7. Meetings**

All meetings of the Advisory Committee shall be open to the public and held within Whitewater Region. Generally, meetings will take place on a weekday evening in the Council Chamber at 44 Main Street, Cobden or as specified in the agenda.

Meeting agendas shall generally be posted to the municipal website one week in advance. Minutes shall be posted once approved at the next meeting.

Minutes will be included on the Council Agenda for information.

Up to six meetings per year will be held with meetings generally taking place every other month.