

**TOWN OF BEAVERLODGE
BY-LAW NO. 870**

BEING A BY-LAW OF THE TOWN OF BEAVERLODGE TO PROVIDE FOR THE APPOINTMENT OF AN ECONOMIC DEVELOPMENT COMMITTEE

WHEREAS the Council of the Town of Beaverlodge considers it expedient to establish such a committee, pursuant to Section 43(1), M.G.A;

NOW THEREFORE the Municipal Council of the Town of Beaverlodge duly assembled enacts as follows:

I. Definitions

"Committee" shall mean and include the Economic Development Committee of the Town of Beaverlodge.

"Council" shall mean the Council of the Town of Beaverlodge.

II. Appointment/Term

1. The Town of Beaverlodge Development Committee is hereby established and shall consist of up to Nine (9) voting members.

Membership shall comprise of the following:

- (a) Up to Eight (8) persons from the public at large appointed by resolution of Council.
 - (b) One (1) member of the County of Grande Prairie No. 1 who shall be appointed by resolution of Council on the recommendation of the County of Grande Prairie No. 1 Council.
 - (c) All members shall be appointed at the Annual Organizational Meeting of Council and may be reappointed for Three (3) consecutive One Year Terms.
2. Any member of the Committee may resign at any time upon sending written notice to the Municipal Secretary. The date the resignation is received by the Municipal Secretary shall be the effective date of resignation.
 3. If any member of the Committee dies, resigns, or ceases to be a member of the Committee during the term, which he/she is appointed, the vacancy shall be filled at the next Regular Meeting of Council and such appointment shall be effective only during the remaining term of the person vacating, unless reappointed at the Organizational Meeting.
 4. Any member of the Committee may be removed from office by resolution of Council.
 5. Any member of the Committee who is absent for more than three (3) consecutive regular meetings may be removed from the Committee unless the absence was previously authorized by resolution of the Committee.

III. Proceedings

1. The Committee will hold no less than one scheduled meeting per month unless otherwise approved by resolution of the Committee, and may call Special Meetings as it may determine upon the request of the Chairman, or any two of its members.
2. The Committee shall appoint a Chairman and a Vice Chairman.

- 3. Four (4) members of the Committee constitute a quorum.
- 4. Any decision of the Committee reached by the majority of its members present shall be deemed to be the decision of the Committee.
- 5. The Committee may, if deemed advisable, request the attendance of any person, or persons in an advisory capacity.
- 6. The Committee may appoint such sub-committees, as it deems necessary.

IV. Committee Members

- 1. Each Committee member will have one vote.
- 2. Neither the Committee nor any member thereof shall have the power to pledge the credit of the Town in connection with any matters whatsoever, nor shall the said Committee or any member thereof, have any power to authorize any expenditure to be charged against the Town.

V. Duties of the Committee

- 1. The Committee shall prepare and recommend a series of goals and objectives to Town Council, for Town Council's consideration and approval, to promote the industrial and commercial, economic, governmental, institutional, tourist, and transportation services to the Community.
- 2. Annually before the 31st of December, the Committee shall submit to the Council a written statement showing in reasonable form and detail the expenditures proposed by the Committee during the next following year with respect to all matters over which the Committee has jurisdiction.

VI. Advisors

- 1. The Committee will appoint such advisors as deemed necessary.

READ A FIRST TIME THIS 23RD DAY OF JUNE A.D., 2003.

READ A SECOND TIME THIS 23RD DAY OF JUNE A.D., 2003.

READ A THIRD TIME THIS 23RD DAY OF JUNE A.D., 2003.



 Mayor Leroy Durand



 Ivan Hegland, Town Manager

Terms of Reference #1

STRUCTURE: Economic Development Board

PURPOSE: The purpose of the Board is to guide and direct the economic development initiatives for the council and community.

OBJECTIVES:

- The Board will assist the community with establishing an organizational framework for economic development.
- The Board will assist in developing an environment for planning economic development.
- The Board will establish a communication system for the celebrating of the community's economic development initiatives achievements.
- The Board will assist council to ensure there are adequate resources to complete activity plans that are established.

SCOPE: This Board shall work within the policies and mandate established and provided by Town Council.

Terms of Reference #A

STRUCTURE: Business Retention and Expansion

PURPOSE: The purpose of this work group is to address the needs of the existing businesses within the community. It will attempt to retain and expand existing businesses.

OBJECTIVES: This work group will work with other community agencies in support of initiatives to help local businesses.

- Develop and implement an activity plan.
- Establish a business visitation program.
- Identify seminars and workshops for the business community to enhance their operational and management skills.
- Establish a communication plan creating awareness about support to business.
- Identify resources available for existing businesses and ensure availability of resources.

SCOPE: The activities of this work group should compliment the initiatives of the Economic Development Board.

Terms of Reference #B

STRUCTURE: Opportunity Identification / Investment and Attraction

PURPOSE: The purpose of this work group is to undertake an analysis of opportunities for viable family and business attraction.

OBJECTIVES:

- Undertake an economic development environment assessment of the region defining areas of interest for development.
- Establish an action plan to move the information gathered from the assessment to the investing community.
- Identify resources and partnerships to assist the committee to access and undertake its task.

SCOPE: The activities of this work group should compliment the initiatives of the Economic Development Board.

Terms of Reference #C

STRUCTURE: Community Lifestyle Development

PURPOSE: Promote immigration to the community through the development and maintenance of a high quality of life.

OBJECTIVES:

- Establish an action plan focusing on opportunities in the social context of the community.
- Identify opportunities in support of recreational and cultural development.

SCOPE: The activities of this work group should compliment the initiatives of the Economic Development Board.

Most communities are rich in culture and have a strong recreational base. This provides opportunity for economic development in support of culture and recreational environment.

Terms of Reference #D

STRUCTURE: Marketing and Promotions

PURPOSE: This work group will identify target markets, customize information, package the material and pass it on to the community, industry, government and others interested in our Town.

OBJECTIVES:

- Establish a marketing/promotion plan for the Town.
- Develop a communication plan for the Economic Development Board.
- Support the Town's presence of the World Wide Web by reviewing and validating the Town's web site and Internet partnerships.
- Create multimedia materials in support of initiatives in economic development.
- Establish packages for marketing based on target markets.

SCOPE: The activities of this work group should compliment the initiatives of the Economic Development Board.