Schedule ‘10’ - The Economic Development Advisory Committee

1. **Name of Board or Advisory Committee**

The Economic Development Advisory Committee

2. **Concise Statement of the Purpose of the Board or Advisory Committee**

The purpose of the Economic Development Advisory Committee is to give advice and recommendations to Council in respect of the development and expansion of the City’s economy.

The Economic Development Advisory Committee shall serve as the City’s Planning Advisory Committee as required under Section 8 of the Planning Act, R.S.O. 1990, Chapter P.13 on an interim basis until November 30, 2017, or until directed otherwise by City Council.

3. **Mandate of Board or Advisory Committee**

The Mandate of the Economic Development Advisory Committee is comprised of two Parts, outlined below as “Part 1” and Part “2”.

“Part 1” is to give advice and guidance to the Council of the City and the Economic Development Department with respect to:

(a) policies and procedures that should be enacted for the purpose of fostering and advancing economic and business opportunities, and the promotion of the City; and

(b) actions that might be taken to attract post-secondary institutions to Brantford; and

(c) measures that the City might take to retain and encourage the development of these post-secondary institutions which have already located within the City of Brantford; and

(d) work with the Post-Secondary institutions in the area of skills training initiatives; and

(e) such other matters as may be referred to the Economic Development Advisory Committee from time to time by Council or the Economic Development Department of the City.

“Part 2” is to give advice and guidance on land use planning matters to the Council of the City with respect to:
4. Composition of Board or Advisory Committee

Total of 14 members, consisting of one member of Council plus 13 other members, all appointed by Council to represent the following interest groups:

(a) one member of Council;

(b) 11 members appointed from the public, selected from persons in various segments of the community such as industry, commerce and labour;

(c) one nominee of the County of Brant; and

(d) one nominee of the Brantford-Brant Chamber of Commerce.

5. Lengths of Terms of Members of Board or Advisory Committee

Four years, with appointments to be staggered so that approximately half of the positions terminate and are eligible for new appointments on a biennial basis. Despite the foregoing, the member of Council shall have a one year term.

6. Reporting structure through which the Board or Advisory Committee will report to Council

For the purposes of “Part 1” of its Mandate, the Economic Development Advisory Committee shall report to Council through the Committee of the Whole - Community Development. By-law 65-2016, 26 April, 2016.

For the purposes of “Part 2” of its Mandate, the Economic Development Advisory Committee, when performing the duties of the City’s Planning Advisory Committee, shall report to Council through staff of the Community Development Commission who shall ensure that its advice and comments are included, without amendment, in applicable staff reports submitted through the Committee of the Whole – Community Development.
7. Administrative Department of the City which shall provide administrative and/or budgetary support to the Board or Advisory Committee

(a) Administrative Support and Minutes
Administrative Support shall be provided by staff from within the Economic Development and Tourism Department.

(b) Budgetary Support
The budget for the Economic Development Department shall be submitted along with and determined as part of the budget deliberations for the Economic Development and Tourism Department.


For the purposes of “Part 2” of its Mandate, Sections 26.2.8 (a) (b), 26.2.9 and 26.2.10 of Chapter 26 of the City of Brantford Municipal Code (pertaining to the ability to create sub-committees and the ability to receive delegations) shall not apply to that portion of the meeting. Any person wishing to appear as a delegation to speak to the matter, should be directed to the statutory public meeting which will occur at the Committee of the Whole – Community Development meeting.

When performing “Part 2” of its Mandate, all advice provided to Council by the Advisory Committee shall be submitted in writing in the form of a memorandum to the Director of Planning in a timely manner so that all advice provided can be included in the staff report to be presented to the Committee of the Whole – Community Development.