

REPORT

Legislative Services

To: Mayor Johnstone and Members of Council
Date: September 25, 2023

From: Marius Miklea,
Acting Corporate Officer
File: 05.1035.10

Item #: 2023-633

Subject: **Extension of the Terms of Reference of Economic Development Advisory Committee**

RECOMMENDATION

THAT Council extend the current Terms of Reference and member appointments of the Economic Development Advisory Committee to January 31, 2024.

PURPOSE

The purpose of this report is to request the extension of the Economic Development Advisory Committee (EDAC), as it currently stands, until January 31, 2024. Staff require a resolution by Council to further extend both the Terms of Reference (TOR) and the appointments of EDAC members beyond September 30, 2023, when the TOR and appointments are set to expire.

BACKGROUND

Following the October 2022 municipal election, Council embarked on a strategic planning process to identify the areas of focus for this term and ways the City can leverage committees to something that is more representative of the community. At a Council workshop on June 26, 2023, staff were directed to proceed with next steps to establish a new Community Advisory Assembly as a pilot project.

Council has previously resolved that existing Advisory Committee appointments be extended in order to better align with the start date of the Community Advisory Assembly. It was determined by staff that EDAC should remain a unique Advisory Committee, separate from the proposed Community Advisory Assembly, so that the business

representatives, who do not necessarily live in New Westminster, are still able to act in an advisory role. This requires it to remain separate from the Community Advisory Assembly after it was included in the resolution to be terminated with other Advisory Committees. As a result, EDAC member appointments and the TOR will expire September 30, 2023. Staff have indicated several priorities the committee can continue to work on until the new TOR and appointments are set to begin on February 1, 2024.

NEXT STEPS

EDAC will continue to meet until the TOR and member appointments expire on January 31, 2024, at which point the new TOR and set of appointments will be scheduled to begin.

INTERDEPARTMENTAL LIAISON

This report was prepared in collaboration with staff from the Economic Development Office.

OPTIONS

Option 1: THAT Council extend the current Terms of Reference and member appointments of the Economic Development Advisory Committee to January 31, 2024.

Option 2: Council to provide staff with alternative direction.

Staff recommends Option 1.

ATTACHMENTS

Attachment 1 – Economic Development Advisory Committee Terms of Reference, 2019

APPROVALS

This report was prepared by:

Marius Miklea,
Acting Corporate Officer

This report was reviewed by:

Carilyn Cook,
Committee Clerk

Carolyn Armanini,
Senior Planner, Economic Development

Jen Arbo,
Economic Development Coordinator

This report was approved by:

Lisa Spitale,
Chief Administrative Officer