



**Meeting Date: March 6, 2024**

**Prepared By: James Hutson, Municipal Clerk**

**Report No: CLK-02-2024**

**Subject: Establishment of Middlesex Centre Economic Development Advisory Committee (EDAC)**

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**Recommendation:**

THAT Report CLK-02-2024 re: Establishment of Middlesex Centre Economic Development Advisory Committee (EDAC) be received;

AND THAT the Council for the Municipality of Middlesex Centre resolve to establish a Middlesex Centre Economic Development Advisory Committee (EDAC);

AND THAT the Middlesex Centre Economic Development Advisory Committee (EDAC) terms of reference attached hereto be approved;

AND THAT Councillor \_\_\_\_\_ and Councillor \_\_\_\_\_ be appointed as municipal council representatives to the Committee for the duration of the 2022-2026 term of Council;

AND FURTHER THAT the Municipal Clerk be directed to advertise for interested public representatives in accordance with the membership criteria contained in the Committee terms of reference.

**Purpose:**

The purpose of this report is to provide an overview of a proposed Economic Development Advisory Committee and to seek authorization from Council for the establishment of said Committee.

**Background:**

Economic Development Advisory Committees are commonly established and operating in mid to large sized municipalities throughout Ontario. These Committees serve to enhance municipal economic development and sustainability efforts through the provision of strategic advice to Council and senior staff.

The Committees and their membership operate in an advisory capacity to facilitate and promote balanced long-term economic growth that will benefit Middlesex Centre and its residents through the attraction, expansion and retention of businesses.

### **Analysis:**

In alignment with the strategic priorities identified in the 2022-2026 Middlesex Centre strategic plan, staff undertake regular planning and review activities to consider the current economic position of the municipality and to explore opportunities for ongoing growth and development.

The Municipality of Middlesex Centre continues to see growth and is well-positioned to capitalize on opportunities to build a diverse economic base. Establishing a dedicated Economic Development Advisory Committee will provide a forum to further explore initiatives and to deliberate upon ideas and opportunities.

The Committee is proposed to consist of a maximum of nine members as detailed below:

- Two (2) Councillor representatives (appointed by Council resolution to serve for the duration of the Council term);
- A maximum of four (four) members representing businesses as outlined in the criteria for membership;
- One (1) member representing the Ilderton Business and Area Improvement Area (BIA);
- One (1) member representing the Komoka/Kilworth Business Improvement Area (BIA); and
- The Mayor of the Municipality of Middlesex Centre, or their designate.

In addition, co-opted members with specific input and / or expertise will join the Committee on a temporary basis as required as non-voting members.

The Committee will meet quarterly, or on an as needed basis, with a schedule of meetings established annually.

The Committee will report to Council through the provision of meeting minutes as well as an annual report. As required, Council may request the Committee to report on specific issues. Staff support will be provided through the Office of the Clerk, and the staff liaison will be the Chief Administrative Officer.

### **Financial Implications:**

There is no remuneration for Committee members. Economic and financial benefits are anticipated via outcomes of Committee deliberations.

### **Strategic Plan:**

This matter aligns with following strategic priorities:

- Balanced Growth
- Vibrant Local Economy
- Sustainable Infrastructure and Services

The Economic Development Advisory Committee intersects with the above three strategic priority areas and will help to advance the objectives within each of these areas.

**Attachments:**

A1 – Middlesex Centre Economic Development Advisory Committee – Terms of Reference