

BYLAW NO. 19/003

A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND BYLAW NO. 17/024, THE COMMITTEES BYLAW

WHEREAS, in accordance with section 191(1) of the *Municipal Government Act*, R.S.A. 2000, c M- 26 and amendments thereto (“Act”), the Council for a Municipality may amend its bylaws;

NOW THEREFORE the Council of the Regional Municipality of Wood Buffalo, duly assembled, hereby enacts the following:

1. The Committees Bylaw is amended by adding Appendix G – Wood Buffalo Development Advisory Committee attached to and forming part of this Bylaw.
2. This Bylaw comes into force the date it is passed.

Read a first time this 12th day of February, 2019.

Read a second time this _____ day of _____, 2019.

Read a third time and final time this _____ day of _____, 2019.

Signed and Passed this _____ day of _____, 2019

Mayor

Chief Legislative Officer

Appendix G – Wood Buffalo Development Advisory Committee

Membership: 13 members, appointed from the public-at-large with knowledge of and experience in the following local sectors:

- 2 – Business community;
- 2 – Land Development industry;
- 1 – Oil and Gas industry;
- 1 – Health & Wellness field;
- 1 – Affordable Housing sector;
- 1 – Arts, Culture and Recreation sector;
- 1 – Education sector;
- 1 – Community Development sector; and
- 3 – Public-at-Large members

Members will not be expected to represent a sector or organization but are expected to have knowledge and experience with issues that impact the interests of the sector. Public-at-large members will possess skills, local experience, interests, or geographic or demographic representation that would support strategic planning and land use development in the Municipality.

Term of Appointment: 2 years

Appointment Process: Recruitment for members of the Development Advisory Committee will be conducted in accordance with Council's Selection Committee Policy. The Chief Administrative Officer will be responsible for reviewing applications and making recommendations to Council regarding appointments to the Committee.

Mandate: To advise municipal administration and Council on local development initiatives, including development and construction issues, community-based issues, public engagement activities and region-wide economic priorities.

To deal with all matters referred to it by Council and on its own initiative, deal with matters that are within its mandate.

Identified Initiatives: The Development Advisory Committee will:

1. research how Council, municipal administration and the Wood Buffalo Economic Development Corporation (WBEDC) currently work with business developers to build and develop new businesses and expand existing ones and recommend changes that will improve the overall business and economic environment of the Municipality.
2. review current requirements for the development of commercial properties set out in the Municipality's Land Use Bylaw (including the sign provisions), and other applicable bylaws to help identify areas of assistance for small businesses along with ways that the Municipality, WBEDC and the business community can evaluate and track continuous improvements in the local business environment.
3. provide guidance and recommendations to help the Municipality attract and retain business and increase economic activity in the region.
4. engage with the public and provide feedback on the Municipality's processes with a view to reducing "red-tape" where possible and decreasing barriers to development in the region.
5. identify and recommend investment opportunities and incentives to encourage and facilitate development in the Municipality.
6. support the Municipality in its desire to build relationships with various sectors, networks and individuals in the community to gain input and benefit from the experience of others in the region.
7. assist the Municipality engage with members of the public who may have been underrepresented in past planning processes, to ensure that everyone in the region has an opportunity to participate in its development in a meaningful way.
8. the municipality's bylaws and recommend changes to the regulatory framework with a view to encouraging economic and small business development in the Municipality.

9. will provide recommendations and advice to Council that are consistent with improving the overall business and economic environment of the Municipality and supporting the initiatives outlined in Council's strategic plan.

Meetings:

The Development Advisory Committee will endeavor to hold one meeting a month.

Reporting:

Where the Committee wishes to make a recommendation or provide advice to Council, the matter will be submitted and considered through Council's agenda review and approvals process. Any requests by the Committee to provide recommendations and advice for presentation to Council will be approved at the Municipality's discretion. On an annual basis, the Committee will work with municipal administration to prepare an annual report to Council summarizing its progress.