

**BYLAW 2716/G/25**

**BEING A BYLAW OF THE TOWN OF STONY PLAIN IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE ESTABLISHMENT OF A GROWTH AND COMMERCE COMMITTEE**

WHEREAS, the *Municipal Government Act*, RSA 2000, c. M-26, and amendments thereto, provides that a Council may, by bylaw, establish Council committees and other bodies; and

WHEREAS, Council may, by bylaw, delegate certain powers, duties, or functions under the *Municipal Government Act* to a Council committee; and

WHEREAS, the Council of the Town of Stony Plain adopted a Committee Governance Framework bylaw to provide structure and guidance for the establishment of Council Committees; and

WHEREAS, the Council of the Town of Stony Plain wishes to establish a Growth and Commerce Committee and to prescribe a mandate, terms of reference, and composition for the committee;

NOW THEREFORE, the Council of the Town of Stony Plain in the Province of Alberta, duly assembled, hereby enacts the following:

**1.0.0 Title**

1.1.0 This bylaw may be cited as the "Growth and Commerce Committee Bylaw".

**2.0.0 Establishment**

2.1.0 That the Growth and Commerce Committee is hereby established.

**3.0.0 General**

3.1.0 That the Terms of Reference of the Growth and Commerce Committee are hereby set out as Schedule A attached to and forming part of this bylaw.

3.2.0 That the Growth and Commerce Committee shall follow the Committee Governance Framework Bylaw for any matters not identified within this bylaw.

**4.0.0 Severability**

4.1.0 If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

**5.0.0 Review**

5.1.0 This bylaw shall be reviewed within its fifth year, being 2030, or as deemed necessary.

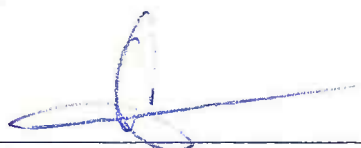
**6.0.0 Effective Date**

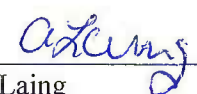
6.1.0 This bylaw shall take full force and effect on the date it is passed.

Read a first time this 10<sup>th</sup> day of February, AD 2025.

Read a second time this 14<sup>th</sup> day of April, AD 2025.

Read a third time this 14<sup>th</sup> day of April, AD 2025.

  
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Mayor William Choy

  
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Ann Laing  
General Manager, Corporate Services



## **Growth and Commerce Committee Terms of Reference**

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### **1.0 Purpose:**

- 1.1 The Growth and Commerce Committee will identify, support and advise Council on opportunities to create a successful commercial, industrial, and residential climate in Stony Plain through:
  - a. Actively expanding knowledge of Economic Development to effectively support the implementation of the Economic Development Strategy + Action Plan.
  - b. Attending target sector industry events and conferences to stay informed about emerging trends and opportunities, gather industry insights and elevate Stony Plain's presence to attract potential investments.
  - c. Engaging in formalized business visitation processes, events, workshops, and meetings to strengthen collaboration with the local business community.

### **2.0 Objectives:**

- 2.1 The committee will achieve its purpose by:
  - a. **Facilitating Strategic Discussions** – Create a platform for meaningful discussions on economic development, ensuring that diverse perspectives are considered to guide the implementation of the Economic Development Strategy + Action Plan.
  - b. **Strengthening Collaborative Networks** – Foster collaboration between the Town and the local business community through active participation in business visitations, workshops, and other engagement activities to strengthen partnerships and collaborations.
  - c. **Keeping Administration Informed** – Continuously gather and share industry intelligence to keep the organization informed of emerging trends and opportunities, ensuring that Stony Plain remains adaptable and proactive in its economic development efforts.
  - d. **Providing Informed Advice** – Advise on implementing the Economic Development Strategy + Action Plan by offering insights and recommendations based on experiences, knowledge and awareness of economic and industry trends.

### **3.0 Membership:**

- 3.1 The Growth and Commerce Committee will consist of:
  - a. Three (3) members of Council
  - b. Chief Administration Officer, or designate (non-voting)

### **4.0 Meetings:**

- 4.1 Meetings will be held bi-monthly at a date and time established by Administration in consultation with the Committee.
  - a. Meetings will be held at the Town of Stony Plain Council Chambers.
  - b. Quorum shall consist of a simple majority of total current sitting members.
  - c. The Chair will be the Chief Administrative Officer.

### **5.0 Evaluation/Reporting:**

- 5.1 The Growth and Commerce Committee will report to Town Council through meeting minutes and member committee reports shared with Council colleagues.
- 5.2 The Committee will evaluate its ability to meet its objectives through:

- a. Quality and value of committee insights, information, and discussions that influence the implementation of the Economic Development Strategy + Action Plan.
- b. Committee's ability to raise awareness, generate support and influence economic development within the organization, community, region and beyond.
- c. Committee participation in business visits, number of relationships and partnerships formed and business satisfaction.
- d. an annual committee member evaluation survey.

#### **6.0 Meeting Procedures**

- 6.1 The Economic Development Business Unit will provide administrative support to the committee.
- 6.2 The Town's Procedural Bylaw shall guide meeting proceedings.