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|  | TERMS OF REFERENCE |
| | Community Economic Development Committee |
| | Date Adopted: October 26, 2020 |
| <p>Historical Changes:</p> <ul style="list-style-type: none"> November 9, 2020 – Addition of new member from Environmental Community, reduction of members at large, addition to topics for consideration. | |

Purpose:

The purpose of the Select Committee on Community Economic Development is to provide recommendations to Council regarding community economic development initiatives that focus on building fairer and stronger local economies, tackling poverty and homelessness, and investing in sustainable communities (Canadian Community Economic Development Network definition).

Mandate:

The objectives of the Committee are to promote community economic development initiatives, engage and communicate with community groups, business owners and members of the public, and facilitate economic development and the planning and use of community spaces and resources, while advancing economic, environmental and social goals.

Topics for consideration:

- Hire a Community Economic Development Officer
- Review key commercial parcels, including those held privately, and explore opportunities for development
- Liaise with South Island Prosperity Partnership
- Address workforce challenges for local employers
- Attract and promote investment including the completion of the Community Investment Brochure and updates to Sooke profile on britishcolumbia.ca
- Support Buy Local initiatives, business retention and expansion
- Complete Municipal and Regional Destination Tax (MRDT) application
- Develop a Tourism Strategy for Sooke
- Support social and economic development initiatives of Social Services organizations
- Identify opportunities and make recommendations on innovative projects to help achieve carbon neutrality
- Provide a local perspective on climate change mitigation and adaptation while considering the balance between economic, environmental and social aspects
- Communicate and develop relationships with organizations beyond the District of Sooke to exchange ideas, experiences, plans and successes

A formal workplan will be established if a CED Officer is funded.

Membership:

- a) The membership will consist of nine (9) members, appointed by the Mayor as follows:
- One (1) member of Council
 - One (1) member of the T’Sou-ke First Nation
 - One (1) member of the Sooke Region Chamber of Commerce

- One (1) member of the Sooke Region Tourism Association
- One (1) member of the Sooke Region Museum and Visitors Centre
- One (1) member of the WorkLink
- One (1) member of Sooke Region Communities Health Network
- One (1) member of the Environmental Community
- One (1) member at large

- b) The Mayor serves as ex officio member; except when a quorum is not reached for a committee meeting, then the Mayor is a temporary voting member for that meeting only.
- c) The Committee may choose a Chair to preside over its meetings from among its members.

Term:

One (1) year in accordance with Policy No. CO-007, *Committee Structure and Function Policy, 2020*.

Meetings:

The Committee will meet once a month, the day and time to be determined by the committee members or at the call of the Chair. The *Community Charter* and the District of Sooke policies and bylaws shall govern the Committee.

Staff Support:

The Chief Administrative Officer will be the primary contact and will provide, or delegate, the required professional support. The Corporate Services Department will provide secretarial and administrative support.