

**BY-LAW NO. 7-2015**

**A BY-LAW OF THE VILLAGE OF HOLDEN  
IN THE PROVINCE OF ALBERTA  
TO AMEND THE HOLDEN ECONOMIC DEVELOPMENT COMMITTEE BYLAW**

**WHEREAS** the Council of the Village of Holden desires to promote, expand and enhance the economic development of the Village;

**AND WHEREAS** the Council considered it expedient to establish such a committee;

**NOW THEREFORE** the Council of the Village of Holden in the province of Alberta, in regular meeting duly assembled, hereby enacts as follows:

**1. Title:** This Bylaw shall be cited as the "EDC Bylaw".

**2. Definitions**

- a. "Committee" shall mean the Economic Development Committee of the Village of Holden
- b. "Council" shall mean the council of the Village of Holden.
- c. "Village" means the Village of Holden.

**3. Appointments/Terms**

- a. The Bylaw to establish the Holden Economic Development Committee is hereby amended.
- b. The Committee shall consist of voting members who are appointed by resolution of Council, as follows:
  - i. A minimum of two members from the public-at-large
  - ii. Two members of Holden Village Council
  - iii. The Municipal Administrator
  - iv. One member of Beaver County Council
- c. Quorum is established as the majority of appointed members.
- d. All members of the Committee must be residents of the Village of Holden, or area residents who actively participate in Village initiatives, or owners or operators of a business in the Village of Holden.
- e. The members appointed shall serve for the following terms:
  - i. Members of Council shall be appointed annually at the Organizational Meeting of Council.
  - ii. Public-at-large members shall be appointed for two-year terms with staggered renewal dates.
  - iii. The Village Administrator during the tenure of his/her office.
- f. All members shall remain in office until their respective successors are appointed by Council.
- g. If a member of the Committee shall be absent from three consecutive regular meetings the Council may, upon recommendation of the Committee, declare the office of such absent member to be vacant.
- h. The Council may remove any member of the Committee for malfeasance in office, or any other good and sufficient cause.

**4. Proceedings**

- a. Annually, during the month of November, the Committee shall hold a meeting at which time a chairman and a vice-chairman shall be selected for the ensuing year. Upon selection of the chair and vice-chair, council shall be requested to approve the appointment.
- b. Neither the Committee nor any member thereof shall have the power to pledge the credit of the Village in connection with any matters whatsoever, nor shall the said Committee nor any member thereof, have any power to authorize any expenditure charged against the Village of Holden.

**5. Appointment of Secretary**

- a. The Municipal Administrator or designate shall be appointed as secretary-treasurer to the Committee.
- b. The Secretary shall:
  - i. Notify all members and advisors of the Committee of the holding of any regular or special meetings.
  - ii. Keep proper and accurate minutes of the proceedings of all meetings which shall be retained in the Village office.
  - iii. Maintain all records and correspondence relevant to the Committee.
  - iv. Carry out such other administrative duties as the Committee may require.

**6. Duties of the Committee**

- a. The Committee shall prepare for the consideration of Council an Economic Development Plan for the Village of Holden and recommend to Council such amendments as should from time to time be required.
- b. Annually, before the 31<sup>st</sup> day of December, the Committee shall submit to Council a written statement showing in reasonable form and detail the expenditures proposed to be made by the Committee during the following year with respect to all matters over which the Committee has jurisdiction.
- c. Within the budget approved by Council, the Committee shall carry out a program for the promotion of the goals and objectives of the Economic Development Plan.

**7. Effective Date:** This Bylaw takes effect as of the date of final passage and upon such final passage Bylaw No. 1-2010 shall be repealed.

**READ A FIRST TIME** this 16<sup>th</sup> day of November, 2015

**READ A SECOND TIME** 16<sup>th</sup> day of November, 2015

**READ A THIRD TIME** and finally passed this 16<sup>th</sup> day of November, 2015

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER