



**TEMAGAMI
FIRST NATION**

**BEAR ISLAND,
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Temagami First Nation Terms of Reference

Economic Development Advisory Committee (also includes Small Business Grants Committee)

Purpose and Scope

- The Economic Development Advisory Committee exists for the purpose of: Advising Council on any issue which Council sends to the Committee for comment; the Economic Development Advisory Committee is to serve as a sub-committee to review the Small Business Grant applications funded by the TFN Enrichment Funds. The interests of all Temagami First Nation members on matters related to the Program must be taken into account.

Responsibilities:

- Making recommendations on matters which will include, but not be limited to the functional areas of:
- Advise on policies, procedures and strategic directions that should be considered for the purposes of fostering and advancing economic and business opportunities and the promotion of Temagami First Nation.
- Provide input on issues, legislation, etc. affecting economic development.
- Bring recommendations and action plans to Council for direction.
- Act as a "sounding board" to exchange ideas.
- Represent the Temagami First Nation's interests.
- Work collaboratively with other departments, staff, stakeholders, etc.
- Actively seek out new alliances, partnerships, programs, etc. to enhance economic development.
- Small Business Committee:
- Establish and maintain a thorough understanding of the current Enrichment Fund Small Business Grant Program; Review the small business grants applications and make recommendations regarding grant recipients.
- Propose changes and additions to the existing Small Business Grant policy.

Meetings

- The Economic Development Advisory Committee will hold at minimum 4 quarterly meetings, and as necessary.

LANDS AND RESOURCES

705.237.8943 ext.201

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- The Chair may call special meetings for time sensitive matters, such as to discuss and make recommendations on funding opportunities with tight deadlines.
- Committee meetings will be as formal as the following agenda:
 1. CALL TO ORDER
 2. ADOPT AGENDA
 3. DECLARATION OF PECUNIARY INTEREST
 4. DELEGATIONS
 5. PROJECTS
 6. EDO REPORT
 7. NEW BUSINESS
 8. ADJOURNMENT

Membership

- The Economic Development Committee shall consist of a maximum of five (5) members, one member of TFN Council ex-officio, and 4 appointed members from the community.
- The Chair of the Economic Development Committee shall be the Councillor appointed by Council to the economic portfolio.
- The Chair may select an Acting Chair, as required, for a meeting or part thereof for example in the case of a conflict of interest.

Terms of Office:

- That all appointed Committee members will be appointed for a three (3) year term.
- Positions may be held for 2 consecutive terms, which will allow existing committee members to reapply after his/her first term.

Attendance

- That all appointed Committee members will make their best efforts to attend Committee Meetings;
- That should appointed Committee members miss three consecutive Committee Meetings, they will have been deemed to have resigned, as such the vacancy will be posted forthwith for a new member by Chief and Council.

Economic Development Advisory Committee – TOR – Ratified October 8, 2020