



## **STAFF REPORT**

**Title:** Economic Development Advisory Committee Resignation

**Meeting Date:** August 25, 2020

---

**Executive Summary:**

Attached is an email from Ms. Jessica Radford advising that she will be resigning from the Cold Lake Economic Development Advisory Committee effective immediately.

With the resignation of Ms. Radford, the Cold Lake Economic Development Advisory Committee will be left with one (1) vacancy. This vacancy will be advertised until filled.

**Background:**

The Cold Lake Economic Development Advisory Committee consists of a minimum of five (5) members and a maximum of ten (10) members as follows:

Two (2) members of Council

A minimum of three (3) members and a maximum of eight (8) members-at-large

For your information, a copy of Bylaw No. 578-BD-16, which establishes the Cold Lake Economic Development Advisory Committee, has been attached along with amending Bylaw No. 628-BD-18.

The City of Cold Lake will continue to advertise for vacant volunteer positions as needed.

**Alternatives:**

None.

**Recommended Action:**

That Council accept, with regret, the resignation of Ms. Jessica Radford from the Cold Lake Economic Development Advisory Committee effective immediately.

**Budget Implications (Yes or No):**

No

**Submitted by:**

Kevin Nagoya, Chief Administrative Officer