



# TOWN POLICY

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**POLICY NUMBER:** 6401

**REFERENCE:**  
Council 245.05.00

**ADOPTED BY:**  
Town Council

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**PREPARED BY:** Administration

**DATE:** 17 May 2000

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**TITLE:** Local Business Support Policy

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## Policy Statement

The Town of Strathmore will provide guidelines for the administration for the various forms of support for the business community.

### 1. **Definitions**

1.1 Calendar Year means the year from January 1 to December 31 inclusive.

1.2 Chamber means the Strathmore & District Chamber of Commerce.

1.3 Council means the Council of the Town of Strathmore, in the Province of Alberta.

1.4 Director means all Director level management positions, including the Town Manager.

- 1.5 Town Manager means the Chief Executive Officer of the Town of Strathmore as appointed by Council.

## **2. Responsibility**

### 2.1 Council

- 2.1.1 To review, in the annual budget, an amount of funding to be directed to the Chamber of Commerce for the purpose of supporting advertising and promotions for the benefit of the Strathmore business community.

### 2.2 Town Manager

- 2.2.1 To present to Council any recommendations for changes in the Local Business Support Policy.
- 2.2.2 To administer, interpret, and ensure consistent application of the policy.
- 2.2.3 To include in the annual budget proposal an amount of funding to be directed to the Chamber of Commerce.

## **3. Procedures**

- 3.1 The Town shall provide funding to the Chamber of Commerce in the amount of the value of the Business Licenses held by the members of the Chamber.
- 3.2 The number of applicable members shall be determined by a list of paid in full Chamber members submitted by the Chamber up to and including June 30<sup>th</sup> of that particular calendar year. If a list is not submitted by June 30<sup>th</sup>, the funding shall expire for that calendar year.

- 3.3 The amount of funding shall be that amount paid for a Business License by each member identified on the list submitted by the Chamber in the same calendar year.
- 3.4 The Town shall submit payment to the Chamber by July 31<sup>st</sup> or within 30 days of receipt of the list of members from the Chamber, whichever is the latter.
- 3.5 The Town may deduct from this amount any monies owed to it by the Chamber at the discretion of the Town Manager.

4. **End of Policy**