

THE CORPORATION OF THE TOWN OF FORT SMITH

BY-LAW 403

A BY-LAW OF THE CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO ESTABLISH A TOURISM ADVISORY COMMITTEE, PASSED TO SECTION 30 OF THE CITIES, TOWNS AND VILLAGES ACT BEING CHAPTER 14, 1987 (1RST) OF THE STATUTES OF THE NORTHWEST TERRITORIES.

WHEREAS, the Council of the Corporation of the Town of Fort Smith, in the Northwest Territories, deems it to be in the public interest to establish a Tourism Advisory Committee;

NOW THEREFORE, the Council of the Town of Fort Smith, at a duly assembled meeting enacts as follows:

1. COMMITTEE COMPOSITION AND TERMS OF OFFICE

- a. The Committee shall consist of not more than ten members of the general public, serving without pay and who shall be appointed by resolution of Council. Council may appoint members representing interest organizations or other interested members from the community at large.
- b. The Mayor is a member of the Tourism Advisory Committee.
- c. Committee appointments may occur throughout the year and all applications shall be submitted to the Committee who shall forward their recommendations to Council.
- d. Of the ten members of the Committee, one shall be a Councillor from the current Town Council appointed by Council resolution.
- e. Committee appointments shall be for a period of two years, and Committee members may apply for continuance at the conclusion of their term.
- f. Any member of the Committee who is absent from three consecutive regular meetings of the Committee shall forfeit his/her position of the Committee unless he/she is authorized by resolution of the Committee to be absent. Any member forfeiting his/her position on the Committee due to absence, shall not be eligible for reappointment for a period of two years.
- g. The Tourism Committee shall hold an annual general meeting once per year, on a date established by the Committee.

2. CONDUCT OF MEETINGS

- a. The Chairperson and Secretary shall be elected at the first meeting of the Committee in each calendar year, from among the members of the appointed Committee.
- b. Should the Chairperson be absent from a regular or special meeting of the Committee, the members may appoint a member to preside at that meeting. Should the Chairperson arrive, that member so appointed to act as Chairperson shall vacate the chair.

- c. Regular meetings of the Committee shall be held at least once per month or more often at the discretion of the Chairperson, the time and place of such meetings to be determined by the Committee at its first meeting. The time and place of meetings may be changed by the Committee from time to time as the Committee may deem advisable.
- d. A Special Meeting may be called on forty-eight hours notice by the Chairperson or at the written request of any three members.
- e. Minutes shall be kept of all regular and special meetings and shall be recorded by the Secretary.
- f. The Chairperson of the Tourism Committee or his/her delegate, shall submit minutes to the next regular meeting of Council for acceptance and approval. These minutes shall include all recommendations made by the Tourism Committee and the vote thereon.
- g. The Chairperson may vote on any matter brought before the Committee.
- h. A quorum of the Committee shall be considered a majority of the members presently appointed.
- i. The Committee may appoint Committees to review matters brought before it.
- j. Representatives from Environment Canada, Parks and the Department of Economic Development and Tourism, GNWT, shall be ex-officio members of the Tourism Committee and act as technical resource people.

3. POWERS AND DUTIES OF THE COMMITTEE

The Tourism Committee shall act as an advisory body to the Council of the Corporation of the Town of Fort Smith and shall advise Council with regards to matters that may affect the promotion or development of tourism in the Fort Smith area. More specifically the Committee shall have the following rights and responsibilities:

- A. The Committee shall be consulted on all matters of policy affecting the promotion of tourism in the Fort Smith Area.
- B. The Committee will promote tourism and the tourism potential of the Fort Smith Area by:
 - i) Acting as a catalyst in the development of commercial tours and community based events attractive to visitors and then assist in marketing them as packaged tourism products.
 - ii) Upgrading the visitor appeal of Fort Smith and the surrounding area.
 - iii) Developing a cooperative relationship with the Town of Fort Smith, the Fitz-Smith Native Band, the Fort Smith Metis Association, the Fort Smith Chamber of Commerce and visitor related organizations.

4. BUDGET AND FINANCE


- a. The Tourism Budget shall be prepared by members of the Tourism Committee and it shall comply with current Town policies and procedures. The Tourism Committee must have a majority of its members approve the budget, via a vote process, before it is submitted to Council.
- b. The Committee and/or any member thereof, shall not have the power to pledge the credit of the Town in connection with any matter whatever, nor shall the Committee or any member thereof have any power to authorize any expenditure to be charged against the Town.

5. That By-Law # 358 is hereby repealed.

READ A FIRST TIME THIS 20 DAY OF MARCH, 1990 A.D.

READ A SECOND TIME THIS 20 DAY OF MARCH, 1990 A.D.

READ A THIRD TIME THIS 20 DAY OF MARCH, 1990 A.D.



MAYOR



SENIOR ADMINISTRATIVE OFFICER