



**THE CORPORATION OF THE TOWN OF FORT SMITH
BY-LAW 843**

A BY-LAW OF THE CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO ESTABLISH A SUSTAINABLE DEVELOPMENT ADVISORY BOARD, PASSED PURSUANT TO SECTION 29, OF THE CITIES, TOWNS AND VILLAGES ACT BEING CHAPTER C-8 OF THE STATUTES OF THE NORTHWEST TERRITORIES, 1988.

WHEREAS, the Council of the Corporation of the Town of Fort Smith, in the Northwest Territories, recognizes that having a plan towards creating sustainable development is essential to the long term wellness, growth and prosperity of the community, and

WHEREAS, the Council deems it to be in the public interest to establish a Sustainable Development Advisory Board;

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

I. BOARD COMPOSITION AND TERMS OF OFFICE

- a. The Board shall consist of not more than ten (10) members of the general public, serving without pay and who shall be appointed by resolution of Council.
- b. Board appointments may occur throughout the year and all applications shall be submitted to the Board who shall forward their recommendations to Council.
- c. While nominations for individual members of the Board shall be solicited from organizations and other levels of government, the general public will be invited to submit expressions of interest to sit on the Board
- d. Board appointments shall be for a period of two (2) years, and Board members may apply for continuance at the conclusion of their term.
- e. Any member of the Board who is absent from three consecutive regular meetings of the Board shall forfeit his/her position of the Board unless he/she is authorized by resolution of the Board to be absent. Any member forfeiting his/her position on the Board due to absence, shall not be eligible for reappointment for a period of two (2) years.
- f. The Sustainable Development Advisory Boards shall hold an annual general meeting once per year, on a date established by the Board.

II. CONDUCT OF MEETINGS

- a. The Chairperson, Vice-Chair, and Secretary shall be elected at the annual general meeting from among the members of the appointed Board.
- b. Should the Chairperson and Vice-Chair be absent from a regular or special meeting of the Board, the members may appoint a member to preside at that meeting. Should the Chairperson/Vice-Chair arrive, that member so appointed to act as Chairperson shall vacate the chair.



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- c. Regular meetings of the Board 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 Board at its first meeting. The time and place of meetings may be changed by the Board from time to time as the Board 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 or his/her delegate shall submit the minutes to the next regular meeting of Council or appropriate committee of Council. These minutes shall include all recommendations made by the Board and the vote thereon.
- g. The Chairperson may vote on any matter brought before the Board.
- h. A quorum of the Board shall be considered a majority of the members presently appointed.

III. POWERS AND DUTIES OF THE BOARD

- a. The Sustainable Development Advisory Board shall act as an advisory body to the Council of the Corporation of the Town of Fort Smith and shall advise Council on matters of development with regards to sustainability, environmental stewardship, and related initiatives. More specifically, the Board and its sub-committees shall advise on the following:
 - i. Implement and review of the Integrated Community Sustainable Plan (ICSP) Energy Plan;
 - ii. Implement and review of fire abatement programs;
 - iii. Support self-sufficient practices including but not limited to: personal and community based food production, traditional harvesting and forestry;
 - iv. Support ecologically sound waste management and reduction programs;
 - v. Support water stewardship and the protection of source water for the community;
 - vi. Support the protection of air quality in the community;
 - vii. Liaise with related organizations and governments;
 - viii. Promote and educate to support the above noted initiatives.

IV. BUDGET AND FINANCE

- a. The Board shall liaise with the Director of Corporate Services in the preparation of the budget affecting the Board.
- b. The Board and/or any member hereof, shall not have the power to pledge the credit of the Town in connection with any matter whatever, nor shall the Board or any member thereof have any power to authorize any expenditure to be charged against the Town.



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V. That Bylaw 587 is hereby repealed.

READ A FIRST TIME THIS 14 DAY OF December, 2010 A.D.

READ A SECOND TIME THIS 14 DAY OF December, 2010 A.D.

READ A THIRD TIME THIS 18 DAY OF January, 2011 A.D.

Original Signed by Mayor Hobart

Original signed by A/SAO Sydney O’Sullivan

MAYOR

A/SENIOR ADMINISTRATIVE OFFICER

I hereby certify that this bylaw has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the bylaws of the Municipal Corporation of the Town of Fort Smith.

Original signed by A/SAO Sydney O’Sullivan

A/Senior Administrative Officer