

THE CORPORATION OF THE TOWN OF FORT SMITH

BY-LAW 359

A BY-LAW OF THE CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO ESTABLISH AN ECONOMIC DEVELOPMENT ADVISORY BOARD, PASSED PURSUANT 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 an Economic Development Board;

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

1. BOARD COMPOSITION AND TERMS OF OFFICE

- a. The Board 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. Board appointments may occur throughout the year and all applications shall be submitted to the Board who shall forward their recommendations to Council.
- c. Members of the Board shall consist of
 - i) at least one Councillor from the current Town Council;
 - ii) one member from the Fort Smith Chamber of Commerce;
 - iii) one member from the Fitz/Smith Native Band;
 - iv) one member from the Metis Association Local No. 50;
 - v) one member of the current Tourism Advisory Board;
 - vi) one employee from the GNWT, Department of Economic Development and Tourism;
 - vii) the Mayor
- d. Board appointments shall be for a period of two 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 years.
- f. The Economic Development Advisory Board shall hold an annual general meeting once per year, on a date established by the Board.

2. CONDUCT OF MEETINGS

- a. The Chairperson and Secretary shall be elected at the first meeting of the Board in each calendar year, from among the members of the appointed Board.
- b. Should the Chairperson 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 arrive, that member so appointed to act as Chairperson shall vacate the chair.
- 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 minutes to the next regular meeting of Council for acceptance and approval. 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.
- i. The Board may appoint Committees to review matters brought before it.
- j. The Economic Development and Tourism Facilitator shall act as technical resource person to the Board.

3. POWERS AND DUTIES OF THE BOARD

The Economic Development Board 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 of economic development in the Fort Smith area. More specifically the Board shall have the following rights and responsibilities:

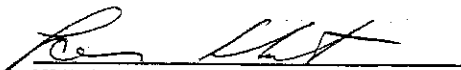
- A. The Board shall be consulted on all matters of policy affecting the promotion of economic development in the Fort Smith Area.
- B. i) The Board will assist the Town in the attraction of new business and investment.
ii) Support the retention and expansion of existing business.

- iii) Support the retention and attraction of residents.
- iv) Promote economic stability in the community.
- v) Promote a co-operative relationship with the Town of Fort Smith, the Fitz/Smith Native Band, the Fort Smith Metis Association, the Fort Smith Chamber of Commerce and other such boards, agencies, associations and commissions.

4. BUDGET AND FINANCE

- a. The Economic Development budget shall be prepared by members of the Board and it shall comply with current Town policies and procedures. The Board must have a majority of its members approve the budget, via a vote process, before it is submitted to Council.
- b. The Board 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 Board or any member thereof have any power to authorize any expenditure to be charged against the Town.

READ A FIRST TIME THIS 20 DAY OF December, 1988 A.D.
READ A SECOND TIME THIS 20 DAY OF December, 1988 A.D.
READ A THIRD TIME THIS 20 DAY OF December, 1988 A.D.


MAYOR


SENIOR ADMINISTRATIVE OFFICER