

TOWN OF NORMAN WELLS

BY-LAW NO. 21-11

BEING A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF NORMAN WELLS IN THE NORTHWEST TERRITORIES TO ESTABLISH A COMMITTEE OF COUNCIL KNOWN AS THE ECONOMIC DEVELOPMENT AND TOURISM COMMITTEE PURSUANT TO THE CITIES, TOWNS, AND VILLAGES ACT, R.S.N.W.T, C-8 AND THE REPEALED BY-LAW 05-89.

WHEREAS the Council deems it advisable to have a standing committee established for the purpose of providing advice and assistance in the provision of economic development and tourism within the Town of Norman Wells.

NOW THEREFORE, the council for the Town of Norman Wells in session duly assembled, enacts as follows:

A. SHORT TITLE

1. That this By-Law may be cited as the "Norman Wells Economic Development and Tourism Committee By-Law".

B. DEFINITIONS

1. The following definitions shall apply to this By-Law: -
 - a. "committee" means the Norman Wells Economic Development and Tourism Committee established by this by-law.
 - b. "council" means the Council of the Town of Norman Wells in the Northwest Territories.
 - c. "member" means a person who has been appointed to the Norman Wells Economic Development and Tourism Committee.
 - d. "Town" means the Town of Norman Wells, in the Northwest Territories.
 - e. "Town Manager" means the appointed Senior Administrative Officer for the Town of Norman Wells.
2. That whenever the singular or masculine is used herein the same shall be construed as meaning the plural or feminine or one body corporate where the context so requires.

C. ESTABLISHMENT

1. That a Committee to be known as the Norman Wells Economic Development and Tourism Committee is hereby established to provide and advise to the Council of the Town of Norman Wells regarding matters that would aid in maintaining and/or increasing economic prosperity and tourism. The Committee will oversee the planning, program development, partnership development and support functions for Norman Wells Economic Development and Tourism, subject to such limits and conditions that the Town considers appropriate.
2. The mandate of the Norman Wells Economic Development and Tourism Committee is to support and expand the range of business and industry within the municipality of Norman Wells and to encourage community development that enhances the quality of life of people working and living in the community, as well as future residents.

D. COMMITTEE STRUCTURE

1. That the Economic Development and Tourism Committee shall consist of the following members who shall be appointed by resolution of Council. The committee shall at a minimum include five (5) members
 - a. Two (2) Councillors
 - b. Three (3) members of the public
2. Members of the Committee should include:
 - a. Mayor
 - b. One Councillor
 - c. One Representative from each of the following sectors:
 - i. Tourism
 - ii. Minerals
 - iii. Arts, Craft, and Film
 - iv. Agriculture and fisheries
 - v. Aviation, transportation, and logistics
 - vi. Real Estate (developers/realtors/builders/planning and engineering)
 - vii. Post Secondary
 - viii. Retail
 - ix. Hospitality
 - x. Business Owner
 - d. One member of the Norman Wells Land Corporation
 - e. One representative from the Norman Wells Chamber of Commerce
 - f. One representative from GNWT ITI
 - g. One representative from GNWT Tourism
 - h. Any additional representatives as deemed appropriate by Council
3. That the Council shall have the responsibility for appointing the representatives to the roles of the Chairperson and Alternate Chairperson, respectively.
4. Members will be selected from the business community at large based on their demonstrated interest and participation in business matters; academic or technical qualifications; availability; work and volunteer experience; knowledge and professional expertise.
5. That the term of office for all members shall be three (3) years and members are eligible to serve consecutive terms.
6. That all members shall remain in office until their respective successors are appointed.
7. That any members of the Committee may resign at any time upon sending in written notice to the Town of Norman Wells.
8. That, if any member is absent from the Committee for three consecutive meetings without cause, Council may upon the recommendation of the Committee, declare the office of such absent Committee member to be vacant.
9. That council may upon the recommendation of the Committee remove any member of the Committee for misconduct in office, or any other good and sufficient cause.

That the Committee shall serve at the pleasure of Council and on or before three years have expired from the date of its creation, the function of the Committee shall be reviewed. The Committee may be dissolved if and when Council may deem it appropriate.

E. COMMITTEE PROCEDURES

1. That meetings of the Committee shall be held at a time as deemed necessary to be set by resolution of the Committee.
2. That a quorum for regular and special meetings of the Committee shall be five (5) members, one of whom shall be a Councillor.
3. That the Chairperson or Alternate Chairperson may call special meetings. Special meetings of the Committee may be called on forty-eight (48) hours written notice by the Chairperson at the request of any three (3) members of the committee.
4. That the Chairperson, when present, and Committee member shall vote on every matter, unless, in a specific case, the Chairperson or any member is excused by resolution of the Committee from voting.
5. That any Conflict of Interest legislation or policy adopted by Council shall be applicable to the Committee.

6. That neither the Committee nor any member thereof, shall have the power to pledge the credit of the Town connection with any matters whatsoever, nor shall the said Committee, or any member thereof, have any power to authorize any expenditure charged against the Town.
7. The meeting procedures shall be conducted in accordance with good meeting practices.
8. That all meetings of the Committee shall be open to the public.

F. Governance and Community Engagement Manager

1. That the Governance and Community Engagement Manager is responsible to the Town Manager but may be given overall guidance for economic development and tourism initiatives from the Committee.
2. The Governance and Community Engagement Manager shall:
 - a. notify all members of the Committee of the holding of any regular or special meetings;
 - b. maintain all records and correspondence that are relevant to the Committee; and
 - c. subject to the direction of the Town Manager carry out such other administrative duties as the Committee may require.
3. That the Governance and Community Engagement Manager shall serve as a resource to the Committee.

G. DUTIES OF THE COMMITTEE

1. That the Committee may make recommendations to Council which address new and enhanced development and tourism opportunities and initiatives, thus increasing economic development and tourism for the Town of Norman Wells. The committee is to provide recommendations on how to implement and achieve goals laid out in the Norman Wells Economic Development Strategic Plan.
2. That annually, before the 31st day of August, the Committee shall submit to the Town Manager a written statement showing in reasonable form and detail, revenues and expenditures proposed to be made by the Committee during the next financial year with respect to all matters over which the Committee has jurisdiction.
3. That within the budget approved by Council, the Committee shall carry out a program for the promotion of the goals and objectives of the Community Economic Development and Tourism Strategy.

H. DATE OF EFFECT

1. That this By-Law shall come into force and effect upon third and final reading.
2. That this By-law repeals By-law No. 00-10

Introduced and read a first time this 20 day of July , 2021 A.D.



Mayor

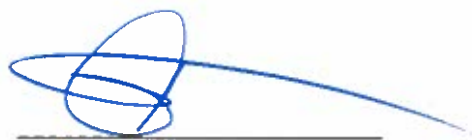


Senior Administrative Officer

Read a second time this 20 day of July, 2021 A.D.

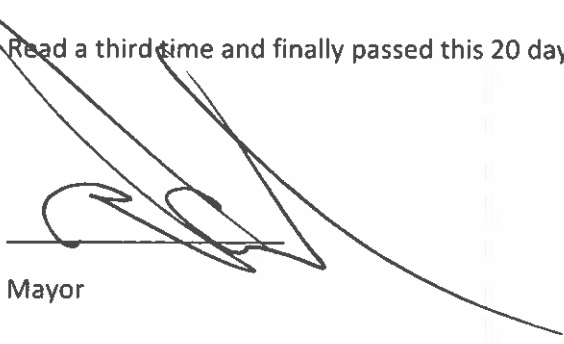


Mayor



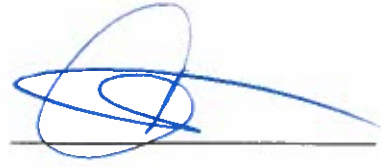
Senior Administrative Officer

Read a third time and finally passed this 20 day of July, 2021 A.D.



Handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Mayor



Handwritten signature in blue ink, featuring a large, circular loop followed by a horizontal stroke.

Senior Administrative Officer