



**TOWN OF CARDSTON
IN THE PROVINCE OF ALBERTA**

BYLAW 1663

**TOURISM AND ECONOMIC DEVELOPMENT
ADVISORY COMMITTEE**

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BYLAW 1663

TOURISM AND ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

A BYLAW OF THE TOWN OF CARDSTON IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AUTHORIZING THE ESTABLISHMENT OF A TOURISM AND ECONOMIC DEVELOPMENT ADVISORY COMMITTEE.

WHEREAS, the provisions of section 146 (b) of the Municipal Government Act chapter M-26 of the revised Statutes of Alberta 2000 permits the establishment of council committees comprising of council members and other persons;

NOW THEREFORE, the Town of Cardston hereby establishes the Town of Cardston Tourism and Economic Development Advisory Committee.

PART I - TITLE, PURPOSE, DEFINITIONS AND INTERPRETATION

TITLE

- 1) This bylaw shall be known as the "Tourism and Economic Development Advisory Committee" bylaw of the Town of Cardston.

PURPOSE

- 2) The Purpose of this Bylaw is to authorize the establishment of a Tourism and Economic Development Advisory Committee within the Municipality of the Town of Cardston.

RULES FOR INTERPRETATION

- 3) The table of contents, marginal notes and headings in this bylaw are for reference purposes only.

PART II – GENERAL

COMPOSITION OF THE ADVISORY COMMITTEE

- 4) The Tourism and Economic Development Advisory Committee shall consist of five members with representation as follows:
 - 1 - Town of Cardston Council Member
 - 1- Chamber of Commerce Representative
 - 3 - Members at large (Adult Residents of the Town of Cardston who shall be appointed by resolution of Council)

For the purpose of the establishment of the Advisory Committee, member at large appointments shall, in the first year, be made on a staggered basis whereby one member at large is appointed for a three-year term, one member at large is appointed for a two-year term and one member at large is appointed for a one-year term. After the first year, all Terms of Office for the Members at large will be 2 years with a maximum of 2 consecutive terms, at which time the member must retire for a period of at least 1 year.

In the event of a vacancy occurring, the person appointed to fill such vacancy shall hold office for the remainder of the term concerned in the vacancy which has arisen.

Any member of the Advisory Committee who is absent from 3 consecutive meetings of the Advisory Committee shall (unless such absence be caused through illness or be authorized by resolution of the Advisory Committee entered upon the minutes) forfeit his/her office and Council shall appoint another member for the remainder of the term of office.

Council may, with reason; request the resignation of any member of the Advisory Committee at any time prior to the expiry date of the member's term of office, and any member of the Advisory Committee may resign there from any time upon sending a written notice to that effect to the Secretary of the Advisory Committee.

The members of the Tourism and Economic Development Advisory Committee shall elect one of themselves as chairman, and one of themselves as Vice-Chairman to hold office for a term of two years from date of election. The Town will provide a member of Town Administration to serve as the secretary of the Committee.

DUTIES OF THE ADVISORY COMMITTEE

- 5) The purpose of the Advisory Committee shall be to plan, implement and evaluate the tourism and economic development program for the Town of Cardston. The Advisory Committee will support community, cultural, educational, economic and recreational endeavours of a nature that will attract tourists and investment to Cardston and area. The Advisory Committee will provide leadership in the marketing of the Town of Cardston.

Annually, and prior to October 31st, the Advisory Committee shall submit to the Town Council a budget of established expenditures and revenues for the following year with respect to

all matters over which the Advisory Committee has jurisdiction.

The Advisory Committee shall make complete annual reports to the Town Council and other reports from time to time as requested.

Neither the said Advisory Committee or any member thereof shall have the power to pledge the credit of the Town in connection with any matters whatsoever, nor shall the said Advisory Committee nor any member thereof have any power to authorize any expenditure which is not a previously budgeted item, to be charged against the Town of Cardston.

**MEETING
PROCEDURES**

- 6) Regular meetings of the Advisory Committee shall be held at least semi-annually while endeavouring to meet quarterly, with the time and place of such regular meetings to be determined by the Advisory Committee at its first meeting, and may be changed by the Advisory Committee from time to time as said Advisory Committee may deem advisable.

A minute book shall be kept and minutes of all meetings shall be recorded therein by the Secretary of the Advisory Committee.

A quorum of the Advisory Committee shall be a majority of members of the Advisory Committee.

EFFECTIVE DATE

- 7) This Bylaw shall come in force upon the date of its third and final reading.

REPEAL

- 8) Upon passing of this By-Law, By-Law #1526 and subsequent amendments are hereby rescinded.



Received First Reading this 9th day of January, 2018

Received Second Reading this 9th day of January, 2018

Received Third & Final Reading this 9th day of January, 2018

Signed by the Mayor and the Chief Administrative Officer this 10th day of January, 2018

TOWN OF CARDSTON

MAYOR – *Maggie Kronen*

CHIEF ADMINISTRATIVE OFFICER – *Jeff Shaw*

