

**TOWN OF RAYMOND
BYLAW NO. 1052-18**

A BYLAW OF THE TOWN OF RAYMOND TO ESTABLISH THE TOURISM AND
ECONOMIC DEVELOPMENT COMMITTEE

WHEREAS the Council of the Town of Raymond seeks to promote, expand and enhance tourism and economic development in the Town of Raymond through the Tourism and Economic Development Committee;

AND WHEREAS the Council considers it expedient to establish such a Committee comprised of a diverse representation of community stakeholders, while keeping the membership at a meaningful level;

NOW THEREFORE, THE COUNCIL OF THE TOWN OF RAYMOND, DULY ASSEMBLED, ENACTS AS FOLLOWS:

PART 1 - INTERPRETATION

1. This Bylaw may be referred as the “Tourism and Economic Development Committee Bylaw”.

PART 2 – APPLICATION

2. This Bylaw applies to tourism and economic development issues concerning the Town of Raymond.

PART 3 - DEFINITIONS

3. In this Bylaw:
 - (a) “Alternate” shall mean the person who replaces an absent appointed committee member for a specific meeting; an alternate may attend all meetings but can only participate in discussion when they are sitting as the replacement member.
 - (b) “Chamber of Commerce” shall mean the Raymond & District Chamber of Commerce.
 - (c) “Committee” shall mean and include the Tourism/Economic Development Committee of the Town of Raymond.
 - (d) “Council” shall mean the Council of the Town of Raymond.
 - (e) “Town” shall mean the Town of Raymond.

PART 4 – MEMBERSHIP

4. The following provisions will govern the establishment of the committee:

- (a) The Committee shall consist of seven (7) voting members who shall be appointed by resolution of Council. The Committee will consist of:
 - i. One (1) member nominated by the Chamber of Commerce
 - ii. Four (4) members from the public at large, appointed by Council.
 - iii. Two (2) members of Council.
 - iv. Administration may designate a non-voting advisor from the County of Warner to the Committee.
- (b) Alternate members shall have full voting privileges in the absence of the primary committee member.
- (c) Should any members on the Chamber of Commerce be unable to fill their allocated seat(s), Council may by resolution appoint an appropriate individual to fill the vacancy.
- (d) All Public at Large members of the Committee must be residents of the Town of Raymond, except where a resident member becomes a non-resident, the member may by resolution of the Committee, be permitted to complete their term of office.
- (e) The Chamber of Commerce may appoint a member who is not a Town of Raymond resident, providing the member has an ownership interest in a Town of Raymond business.
- (f) Committee members appointed shall serve for a two (2) year term.
 - i. Members shall be appointed by Council.
 - ii. All other members shall serve from the first day of January until the last day in December of the two-year term.
 - iii. Council reserves the right to reappoint members.
- (g) All members shall remain in office until their respective successors are appointed by Council. Should a member choose to resign from the committee, a written letter of resignation will be submitted to the Chair and made known to the committee members.
- (h) If any member of the Committee shall be absent from three consecutive regular meetings, the Council may, upon recommendation of the Committee, declare the office of such absent Committee member vacant.
- (i) Council may remove any member of the Committee for malfeasance in office, or any just and sufficient cause.

PART 5 - PROCEEDINGS

- (a) Annually, during the month of November, the Committee shall hold a meeting at which time a Chair and Vice-Chair shall be selected for the ensuing year. The chairman shall be appointed by Council.

- (b) Meetings of the Committee shall be held on a regular basis at a time to be set by resolution of the Committee, at least once every two months, and at such time as deemed necessary.
- (c) A quorum for regular and special meetings of the Committee shall be one more than one half of the members, four (4).
- (d) Special meetings may be called by the Chair or by the Vice-Chair in the Chair's absence. A regular meeting may be cancelled by the Chair or by the Vice-Chair in the Chair's absence.
- (e) Meeting procedures shall be conducted in accordance with good meeting practices and disputes resolved in accordance with Roberts Rules of Order, newly revised.
- (f) Neither the Committee nor any member thereof shall have the power to pledge the credit of the Town in 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 of Raymond.

PART 6 - DUTIES OF THE COMMITTEE

- (a) The Committee shall be responsible for preparing for the consideration of Council an Economic Development Plan and Tourism Action Plan, which will be created in consultation with local stakeholders, for the Town of Raymond and for recommending to Council such amendments as should from time to time be required.
- (b) The Committee shall implement and keep updated the Economic Development Plan and the Tourism Action Plan once adopted.
- (c) Within the budget approved by Council, the Committee shall carry out a program for the promotion of the goals and objectives of the Tourism Action Plan and Economic Development Plan.
- (d) The Committee shall promote the development of business, industry, tourism, host potential developers, advertise, speak to groups, as required to promote economic development.
- (e) Annually, before the 31st day of December, the Committee shall submit to the Council a written annual report together with a statement showing in reasonable form and detail, expenditures proposed to be made by the Committee during the next year with respect to all matters over which the Committee has jurisdiction.

PART 7 – REPEAL

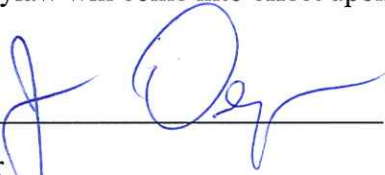
Bylaw 991-11, the Tourism and Economic Development Committee Bylaw, as amended, is repealed.

Read a first time this the 20th day of February 2018.


Read a second time this 6th day of March 2018.

Read a third time this 6th day of March 2018.

This bylaw will come into effect upon third and final reading.



Mayor
Jim Depew



CAO
Scott Barton