

**BYLAW NO. 5 - 2011**

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

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The Council of the Town of Preeceville, in the Province of Saskatchewan enacts as follows:

**DEFINITION:**

1. In this bylaw, including this section:
  - (a) "Committee" means the Preeceville Economic Development and the Tourism Committee appointed pursuant to this bylaw.
  - (b) "Council" means the council of the Town of Preeceville.
  - (c) "Program" means those activities normally carried on as economic development, community promotion and tourism.

**FUNCTION:**

2. The function of the committee shall be:
  - (a) To manage the economic development programs, promote, expand and enhance tourism development of the community.
  - (b) To advise council on projects to improve or extend any economic development, promotion or tourism.

**COMPOSITION OF THE COMMITTEE:**

3. The committee shall consist of 7 members, but no more than 9 members and 1 staff personnel to be appointed by resolution of council. The committee may be composed of Council Member, Board of Trade Member, Business Associates, School Representatives (staff and SRC student), Lion's Club Member (with business knowledge), Rural Municipality Business Representative, Lioness Member (with business knowledge) and Community at Large Member
4. The committee shall appoint, at its first meeting of each year, one member to each position of:
  - (a) Chairperson – shall be the Council Member of the Town of Preeceville
  - (b) Vice-Chairpersonwith no such named person to hold the same office for a term longer than three consecutive years.
5. The Town's hired Economic Development Officer shall be the Secretary-Treasurer of the Committee.
6. The seat of a member of the committee, who absents himself from three consecutive meetings or a total of 6 meetings per calendar year, without authorization by resolution of the committee, shall be declared vacant.
7. The seat of a member of the committee shall become vacant upon the receipt of a written notice of resignation by the secretary-treasurer of the committee.
8. The secretary-treasurer shall bring to the attention of the committee at its next regular meeting any vacancies that might arise.
9. The committee shall make recommendations, to council, to fill vacancies as they arise.
10. The council shall, by resolution, at the first meeting following receipt of the notice of vacancy, fill the vacancy.

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11. A majority of appointed members shall constitute a quorum.

#### MEETINGS:

12. The committee shall meet at least once a month, at a time and place, as set by resolution of the committee at the first meeting of the committee each year, however, up to four regular meetings per year, may be waived by the Chairman.
13. The Secretary-treasurer of the committee shall, at the request of the Chairperson or one third of the members, call a special meeting at a date specified in the request.
14. The Chairman, shall, at least three days prior to the meeting, meet with the Secretary, to establish an agenda.
15. All meetings of the committee shall be open to the public.
16. All members of the committee present shall vote on each question.
17. The Chairperson shall preside at all meetings.
18. If the Chairperson should be unable to attend the meeting, the Vice-Chairperson shall preside.
19. All actions of the committee shall be entered in the minute book, to be kept for that purpose by the Secretary-treasurer and signed by the Secretary-treasurer and the presiding officer.

#### POWERS AND DUTIES:

20. The committee shall establish annual goals and objectives.
21. The financial year of the committee shall be the calendar year.
22. The committee shall before March 1st of each year, prepare a budget, being an estimate of its proposed revenues and expenditures for the current calendar year operations and present same to the Council.
23. The committee shall within its budgetary allotment manage and initiate the economic development of the community.
24. The committee shall advise in the management of the economic development programs, promotion, and tourism programs of the community.
25. The committee may advise council in all matters placed before it dealing with economic development and tourism.
26. All volunteers working for the committee shall be considered agents of the municipality.
27. The secretary-treasurer of the committee shall, at year-end, ready the financial records for audit. The municipal auditor shall audit the records.
28. The secretary-treasurer of the committee shall deposit all funds to the credit of the committee in a chartered bank or credit union and those funds shall be withdrawn only by cheque signed by the secretary-treasurer and countersigned by the chairperson or vice-chairperson.
29. The committee shall encourage and co-operate with organizations in the promotion of economic development and tourism,

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30. That Bylaw No. 15 – 2003 and Bylaw No. 3 – 2008 are hereby repealed.
31. This bylaw shall come into force and take effect from and after the date of final passing thereof.

*John Brown*  
Mayor

*Lordie Kovcha*  
Administrator



CERTIFIED A TRUE AND CORRECT COPY OF  
BY LAW No. 5-2011 OF THE TOWN OF  
PREECEVILLE.  
DATED AT PREECEVILLE, SASKATCHEWAN THIS  
9<sup>th</sup> DAY OF November AD 2011  
*Lordie Kovcha*  
TOWN ADMINISTRATOR



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