



BYLAW 2021 – 10

A BYLAW OF THE TOWN OF ST. WALBURG

Establish a Tourism and Heritage Society

The Mayor and Council of the TOWN of ST. WALBURG, Province of Saskatchewan enacts the following:

PART I: INTERPRETATION

Purpose of Bylaw

1. The purpose of this Bylaw is to enhance, expand, and promote Tourism development in the Town of St. Walburg and surrounding area.

Responsibility

2. The establishment of a Tourism and Heritage Society Committee [The Society] is the sole responsibility of the St. Walburg Mayor and Council.
3. The Mayor and Council shall ensure accountability, integrity, and transparency of all appointments.
4. All Society Members shall adhere to the Code of Conduct and Ethics.

PART II: APPOINTMENTS and TERMS

5. The Society shall consist of voting members who are appointed annually by resolution of the St. Walburg Town Council.
6. By resolution of the St. Walburg Town Council, a designated non-voting Council representative shall be appointed annually.
7. The Executive Board shall consist of two Co-Chairpersons, a Treasurer and a Secretary.
8. Membership shall be selected from but not limited to the following St. Walburg groups:
 - a. Allied Arts Council
 - b. Chamber of Commerce;
 - c. Museum Board;
 - d. Recreation Board;
 - e. The Great Trail.
9. Regular committee meetings shall be held every month or as determined by the Co-Chairpersons.
10. Special meetings may be called by either Co-Chairperson as needed.
11. Meetings shall be conducted with good meeting practices following Roberts Rules of Order, Current edition.
12. A quorum for regular and special meetings of the Committee shall be more than one half of the Committee of the Whole and shall include one of the Co-Chairpersons.
13. Any member who is absent for more than three regular meeting may result in termination of position. A request for a leave of absence may be granted by the Co-Chairpersons.
14. An Annual General Meeting will be scheduled by the Co-Chairpersons.
15. Ad-hoc Committees may be struck when the Society deems necessary; and shall be finite and project based.



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PART III: ROLES and RESPONSIBILITIES

16. The Society shall be responsible for preparing an annual Tourism Project Plan that will help local leaders direct and focus tourism planning capabilities for the community and surrounding area. This shall be submitted to Mayor and Council.
17. The Society shall liaise with Mayor and Council on all major projects.
18. The Society shall submit an Annual Report and Financial Activities Report to Mayor and Council at the end of every calendar year.

PART IV: REFERENCES DOCUMENTS

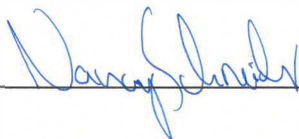
19. Policy 100-02 Appointments to Authorities, Boards, Commissions, and Committees.
20. Bylaw 2019-10 Regulate the Proceedings of Municipal Council and Council's Committees.
21. Appendix A Policy Manual Definitions
22. Exhibit A Letter of Appointment and Exhibit B Code of Conduct.

This Bylaw shall come into force and take effect upon the final passing thereof.

The following Bylaw and all Amendments are hereby repealed:

- Bylaw 2012-13





Mayor



Chief Administrative Officer

This Bylaw, 2021-10 given first and second readings at the November 29, 2021, Regular Meeting of Council.

Chief Administrative Officer

This Bylaw, 2021-10 given third reading with adoption at the December 22, 2021, Regular Meeting of Council.



Chief Administrative Officer