

CITY OF MAPLE RIDGE

BYLAW NO. 7459-2018

A Bylaw to establish a Tourism Advisory Committee

WHEREAS the Council of the City of Maple Ridge deems it expedient to have a Tourism Advisory Committee to advise Council on matters relating to the long term economic health of the community;

NOW THEREFORE, the Council of the City of Maple Ridge enacts as follows:

CITATION

1. This Bylaw shall be cited for all purposes as “Maple Ridge Tourism Advisory Committee Bylaw No. 7459-2018.”

DEFINITIONS

2. For the purposes of this Bylaw, unless the context otherwise requires, “Maple Ridge” means the City of Maple Ridge; “Committee” means the Tourism Advisory Committee established under Section 3;

COMMITTEE COMPOSITION

3. The Committee is comprised of the following 12 voting members:
 - a. One Council liaison, one alternate Council liaison;
 - b. Three accommodations providers representing the properties eligible for the Municipal and Regional District Tax, appointed by Council;
 - c. Six members representing attractions including, arts and culture, heritage, festivals and events, retail and restaurants, destinations and activities, agri-tourism and sports tourism, appointed by Council;
 - d. One representative nominated from the Katzie First Nation;
 - e. One representative nominated from the Kwantlen First Nation.

The Committee shall also be comprised of the following non-voting members:

- f. One representative nominated from the Chamber of Commerce;
 - g. One representative nominated from the Downtown Maple Ridge Business Improvement Association.
4. The members at large shall be appointed by resolution of Council and shall serve for a term of two years commencing on January 1st and terminating two years later on December 31st. In order to stagger the terms of appointment to the Committee, three of the first members representing attractions will be appointed for a term of one year commencing on January 1st and terminating on December 31st of the same year. Subsequent appointments shall be for a term of two years.

5. Council may choose to remove a member from the Committee for consecutive non-attendance at three meetings (unless previously approved by the Committee) or for any other reason Council believes warrants such removal.
6. The Chairperson shall advise Council immediately in writing of any member who has been absent from meetings of the Committee for three consecutive meetings without prior leave of absence having been granted by the Committee. Leaves of Absence greater than three consecutive meetings may, by a majority vote of the Committee, be granted when the request for the leave of Absence is received in writing, prior to the said leave taking place.
7. The members of the Committee shall serve without remuneration.

PROCEDURES

8. The Committee shall:
 - a. Appoint one of their number to act as Chair of the Committee and another member to act as Vice-Chair of the Committee on an annual basis; and
 - b. Hold quarterly meetings, with additional meetings called at the discretion of the Chair;
 - c. Hold subcommittee meetings between regular committee meetings;
 - d. Operate in accordance with the standard operating procedures applicable to all Maple Ridge Committees and Commissions with regard to records keeping, holding closed meetings, conflict of interest, financial management and such other practices, policies and procedures which may be established by Council from time to time.
9. The presence of a majority of voting members shall constitute a quorum.

DUTIES

10. In coordination with the Economic Development Office the Tourism Advisory Committee may:
 - a. Advise Council on matters related to the tourism sector;
 - b. Provide strategic input for consideration of Council in relation to the delivery of the Tourism Strategy;
 - c. Contribute to an annual business plan and performance measures relating to tourism;
 - d. Act as an ambassador profiling tourism opportunities in Maple Ridge.

SUBCOMMITTEES

11. Time-duration subcommittees may be established by the Chair or Council focused on a specific purpose and be inclusive of individuals and representatives that bring an informed voice (local and external experts) to the subject matter being explored. The subcommittees will be designed to support specific bodies of work of the Committee and will report to the Committee on a regular basis.

MEDIA CONTACT

12. The Chairperson or other person appointed by the Committee shall be the spokesperson to the media and other public information sources regarding the Committee's work.

READ a first time the 22nd day of May, 2018.

READ a second time the 22nd day of May, 2018.

READ a third time the 22nd day of May, 2018.

ADOPTED the 12th day of June, 2018.

PRESIDING MEMBER

CORPORATE OFFICER