

**CITY OF YELLOWKNIFE
BY-LAW NO. 4364**

A BY-LAW of the Council of the Municipal Corporation of the City of Yellowknife in the Northwest Territories, to authorize the Mayor and Senior Administrative Officer to establish an Arctic Winter Games Committee to plan, organize and stage the 2008 Arctic Winter Games.

PURSUANT TO section 70(1)(h) of the *Cities, Towns and Villages Act*, S.N.W.T. 2003, c.22 which provides that the Council of a municipality may make by-laws for municipal purposes respecting programs, services, infrastructure and facilities provided or operated by or on behalf of the municipal corporation;

AND PURSUANT TO section 60(1) of the *Cities, Towns and Villages Act*, S.N.W.T. 2003, c.22 which provides that the Council of a municipality may, by by-law, establish a board or commission to administer or provide a service, public utility or facility as an agent of the municipal corporation;

WHEREAS the Council of the Municipal Corporation of the City of Yellowknife's bid to host the 2008 Arctic Winter Games has been accepted by the Arctic Winter Games International Committee;

AND WHEREAS the City of Yellowknife has adopted By-law No. 4358 which authorized the signing of an agreement with the Arctic Winter Games International Committee and the agreement outlines the City's obligation in hosting the Games.

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPAL CORPORATION OF THE CITY OF YELLOWKNIFE, in regular sessions duly assembled, enacts as follows:

SHORT TITLE

1. This By-law may be cited as the Yellowknife (2008) Arctic Winter Games By-law.

INTERPRETATION

2. In this By-law:

"City" means the Municipal Corporation of the City of Yellowknife;

"Council" means the Municipal Council of the City;

- "Committee" means the Yellowknife (2008) Arctic Winter Games Host Society;
- "Mayor" means the Mayor of the City;
- "Contract" means the terms of reference attached hereto (Schedule A) between the City and the Committee.

COMMITTEE

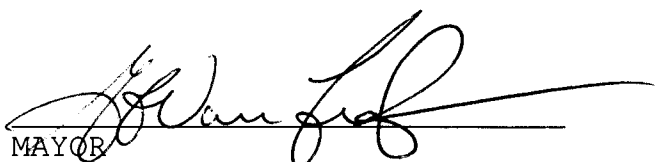
3. The Committee shall have a membership of between twelve (12) and twenty-five (25), with membership to be acquired in accordance with the following procedures.
- a. Council shall appoint the President of the Committee.
 - b. The Mayor, Senior Administrative Officer or designate, and the Director of Community Services shall be members of the Committee.
 - c. The Arctic Winter Games International Committee may designate two (2) of its members to be members of the Committee.
 - d. The Committee may, by majority resolution, admit to the membership such additional citizens as it may deem appropriate to maintain the membership between twelve (12) and twenty-five (25).
 - e. The Committee may appoint from one of the seven (7) ridings in Yellowknife, a member of the Legislative Assembly to sit as an ex-officio member of the Committee.
4. The Committee shall:
- a. Stage, conduct, finance and promote the 2008 Arctic Winter Games in accordance with the contract signed between the City and the Arctic Winter Games International Committee;
 - b. Establish such committees and subordinate bodies as are necessary for the successful organization and staging of the said games;

- c. Do any and all things as may be necessary to ensure the attainment of the objects of the Committee and function within the terms of reference as described in Schedule A;
 - d. Be empowered to borrow money only through and upon the consent and authority of the City.
5. In carrying out the provisions of this By-law, the Committee shall at all times be the agent of the City, and while acting bona fide within the limits of the authority of the By-law, neither the Committee nor any member thereof shall incur any liability by reason of anything done or left undone by the Committee provided, however, that nothing in this paragraph shall authorize or empower the Committee to incur any debt, liability or obligation for which the City shall become liable without having previously obtained the consent of Council.

EFFECT

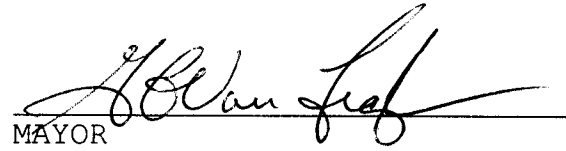
6. That this by-law shall come into effect upon receiving Third Reading and otherwise meets the requirements of Section 75 of the *Cities, Towns and Villages Act*.

READ a First time this 13th day of JUNE, A.D. 2005.


MAYOR


CITY ADMINISTRATOR

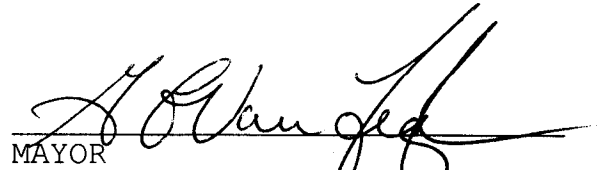
READ a Second time this 13TH day of JUNE, A.D. 2005.


MAYOR


CITY ADMINISTRATOR

The unanimous consent of all members voting in attendance having been obtained.

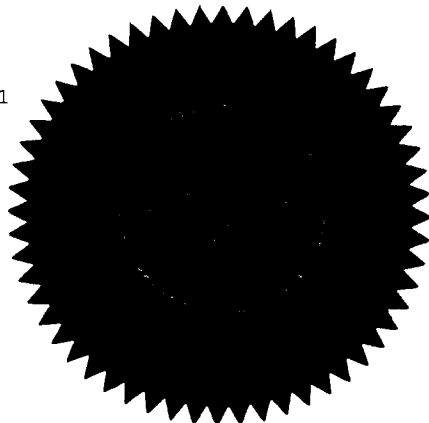
READ a Third time and Finally Passed this 13TH day of JUNE, A.D. 2005.


MAYOR


CITY ADMINISTRATOR

I hereby certify that this by-law has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the by-laws of the Municipal Corporation of the City of Yellowknife.


CITY ADMINISTRATOR



**CITY OF YELLOWKNIFE
BY-LAW NO. 4364
SCHEDULE "A"**

**YELLOWKNIFE (2008) ARCTIC WINTER GAMES HOST SOCIETY
TERMS OF REFERENCE**

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1) RIGHTS AND OBLIGATIONS OF MEMBERS/DIRECTORS

- a) All members/directors shall have the right to take part in all Society activities.
- b) All members/directors shall be under an obligation to act diligently and responsibly in assisting with the organization of the 2008 Arctic Winter Games and shall act in such a manner as shall enhance the image of the said games and the City of Yellowknife.
- c) The Board shall appoint and employ a General Manager in accordance with its mandate set out in the contract in between the City and the Arctic Winter Games International Committee.
- d) The members/directors shall serve without remuneration from the Society.

2) OFFICERS

- a) The Officers of the Society shall be a President, Vice President, Treasurer, and Secretary.
- b) The Officers of the Society shall be known as the Executive.
- c) The Executive shall hold office at the pleasure of Council until the conclusion of the 2008 Arctic Winter Games.
- d) The Board of Directors shall, at its first meeting by ordinary resolution, elect from its own members the Officers of the Society with the exception of the President who is appointed by Council.
- e) In the event of withdrawal or expulsion of any Officer, with the exception of the President, the Board of Directors may, by ordinary resolution, fill the vacancy from within its own membership.

3) WITHDRAWAL AND EXPULSION OF MEMBERS/DIRECTORS

- a) Any member/director may withdrawal from the membership in the Society by notice in writing to the President.
- b) Any member/director, whose conduct is considered detrimental to the Society, may be expelled by majority resolution of the Board of Directors.

4) MEETINGS

- a) General and special meetings of the Society shall be held at the call of the President. Frequency and dates are to be established by majority resolution of the Board.
- b) Any eight (8) members may call a special meeting by presenting a signed request to the President or, in his/her absence, to the Vice-President, who otherwise shall call such a meeting within five (5) days after receipt of such request. A quorum for all general or special meetings of the Society shall be a majority of the Directors of the Board.
- c) All members of the Society shall have one (1) vote at a general or special meeting. In the event of a tie vote, the President shall be entitled to vote a second time and cast the deciding vote.
- d) Rules of procedure in all meetings shall be governed by Bourinot's Rules of Order.

5) COMMITTEES

The Board of Directors may, from time to time, appoint standing committees or any other committees as the Board might deem necessary to fulfill the objects of the society.

6) SIGNING OFFICERS

Any members of the elected Executive and the General Manager, or alternately, any two (2) members of the elected Executive shall have signing authority for the Society.

7) GENERAL MANAGER

The General Manager is responsible to the Officers of the Society. Direction to staff will flow from the Society through the President or his/her delegate to the General Manager and through him/her to all of his/her staff.

8) DUTIES OF OFFICERS

- a) The President shall preside at all general meetings, special meetings and executive meetings.
- b) The Vice-President shall assist the President in his/her duties when called upon, and assume the responsibilities of the President in his/her absence.
- c) The President, Vice-President and two (2) Directors forming the Executive Committee shall ensure the following activities take place:
 - 1) Record the minutes of all general, special, executive, and annual meetings;
 - 2) Circulate the minutes to all members of the Society, to the City Clerk of the City of Yellowknife, City Council and to all the members of the Arctic Winter Games International Committee within seven (7) days after such meetings; and
 - 3) Send out notices of meetings as directed by the President.
- d) The Treasurer shall:
 - 1) Establish a financial management system in accordance with good accounting practices;
 - 2) Place all monies in the bank;
 - 3) Issue cheques and pay all accounts which are duly authorized by the Executive;
 - 4) Keep accurate records of all such receipts and disbursements, and submit the records with proper vouchers to the auditors appointed for the

current year;

- 5) Prepare a financial statement at the end of the fiscal year; and
- 6) Circulate interim reports including fundraising reports at each quarter to all members of the Society, to the City Clerk of the City of Yellowknife, City Council and to all the members of the Arctic Winter Games International Committee.

9) STANDING COMMITTEES

- a) The Chairman of the standing committees shall be appointed by motion of the Society;
- b) Each committee shall be responsible to the Society and may not incur financial or policy obligations without approval;
- c) One (1) member of the society shall sit on each standing committee; and
- d) A suggested list of committees for the Society's consideration is as follows:
 - Sponsorship and Donations
 - Administration
 - Marketing and Public Relations
 - Communications and Information Technology
 - Care and Comfort
 - Sport Technical
 - Sport Facilities
 - Cultural and Ceremonies
 - Volunteer and Protocol

10) FISCAL YEAR

The fiscal year of the Society shall end on the 31st day of March.

11) BORROWING POWERS

The Society shall be empowered to borrow money only through and upon the consent and authority of the City.

12) AUDITOR

The Auditor of the Society shall be elected by the membership to serve for one (1) year.

13) SEAL

- a) The seal of the Society shall consist of the word "Seal" in a circle formed by the words "Yellowknife (2008) Arctic Winter Games Host Society."
- b) The "Seal" of the Society shall be kept in custody of the President.