BY-LAW NO. 82-2015

Being a by-law to authorize the Mayor and Clerk to execute and Affix the Corporate Seal to establish the “Bluevale Community Committee” as a ‘Committee of Council’ and to dissolve the Bluevale Hall Board and the Bluevale Recreation Committee

WHEREAS, Section 8 of the Municipal Act, 2001 S.O. 2001 C. 25 as amended, states that; ‘Powers of a natural person – A Municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act’;

AND WHEREAS, the Council of the Municipality of Morris-Turnberry deems it necessary and desirable to dissolve the Bluevale Hall Board and the Bluevale Recreation Committee and that the Council hereby establish the Bluevale Community Committee;

AND WHEREAS, the Corporation of the Municipality of Morris-Turnberry enacts as follows:

1. THAT the Bluevale Hall Board and the Bluevale Recreation Committee are hereby dissolved as of December 31, 2015.
2. THAT the Bluevale Community Committee is hereby established as of January 1, 2016.
3. THAT the Council of the Municipality of Morris-Turnberry hereby adopt the Terms of Reference for the Bluevale Community Committee, to be effective January 1, 2016, and that the Terms of Reference is hereby attached as Schedule ‘A’ to this by-law.
4. THAT the representatives on the Bluevale Community Committee shall be named in the Annual Appointment By-law for the Municipality of Morris-Turnberry.

5. THAT the Mayor and Clerk of the Municipality be and are hereby authorized to execute and affix the Corporate Seal to this By-law, and that the By-law be known as the 'Bluevale Community Committee' By-law.

Read a FIRST and SECOND time this 15th day of December, 2015

Read a THIRD time and FINALLY PASSED this 15th day of December, 2015.

Mayor, Paul Gowing

Clerk, Nancy Michie
Schedule ‘A’ to By-law 82-2015
Terms of Reference

1. **Name**
The name of the Committee is the **Bluevale Community Committee**

2. **Mission**
The Bluevale Community Committee has full delegation of the authority to operate and maintain the property and the community events and activities at the Bluevale Hall and Ball Park.

3. **Mandate**
The responsibilities and functions of the Committee are required and not limited to perform the following:
   
   (a) maintain and operate the structures and property at the Bluevale Hall and the Bluevale Ball Park.

   (b) appoint a secretary to maintain records and documents of the proceedings of the committee;

   (c) appoint a treasurer to handle the financial documents for the committee and pay invoices for the operation and be responsible for the banking function for the committee;

   (d) a list of accounts shall be reviewed and approved by the committee at the monthly meeting;

   (e) provide accounting documentation for the municipal auditor for the annual audit;

   (f) book events to be held at the facilities and issue rental agreements.

4. **Membership Composition**

The Committee will be composed of eleven (11) members, with membership drawn from the following stakeholder groups:

   (a) 1 representative appointed by the Morris-Turnberry Council
   (b) 1 representatives from the Bluevale Activity Group
   (c) 1 representatives from the Happy Card Players
   (d) 8 representatives ’at large’

11 in total
5. **Term of Membership**
The members, noted in 4. (a) (b) (c) shall be appointed by their respective group; and the 8 members shall be selected 'at large'.

The current Bluevale Hall Board shall call a Public Meeting of the community, where the 8 committee members will be nominated from the floor.

All appointments shall be ratified by the Council of the Municipality of Morris-Turnberry.

All groups shall review their representatives every 3 years and reappoint or select new representatives as required.

Members of the Committee shall be deemed as 'volunteer' positions.

6. **Chair**
The Committee members will select a Chair from amongst its members at its first meeting and the Chair may rotate on a bi-annual basis or as deemed necessary by the Committee members.

The Committee members will also select a Vice-chair- to act in the absence of the Chair.

7. **Secretary and Treasurer:**
The Committee members will appoint a Secretary and/or Treasurer from the community area.

The Secretary will ensure that agendas, minutes and decisions are properly communicated to the public, using the Municipality’s website or other means necessary.

8. **Procedures**
Meetings of the Committee shall be governed by Robert’s Rules of Order Procedural By-Law and Legislation.

The Committee shall operate under the Municipal guidelines for open and closed meetings and applicable municipal policies i.e: Procurement Policy and Notice of meeting Policy.

9. **Meetings**
The Committee will meet on a monthly basis, unless otherwise determined by the committee.

The Meetings shall be held at the Bluevale Hall, unless otherwise determined by the committee.
10. **Closed Meetings**

The Committee, may, upon affirmative vote of the majority of its members present at a meeting, determine to hold any meeting or part of a meeting as a closed session in order to discuss sensitive issues in accordance with Section 239 of the *Municipal Act, 2001*.

11. **Staffing and Remuneration**

Committee members will be considered a volunteer position with no remuneration. Remuneration for the secretary and/or treasurer, if required, shall be determined by the Committee.

12. **Meeting Attendance**

A quorum or six (6) members must be in attendance to hold a meeting. Any member of the Committee who misses three (3) consecutive meetings, without being excused by the Committee, may be removed from the Committee. All meetings are open to the public, unless Closed under the authority of the Municipal Act.

13. **Conflicts of Interest**

Members shall abide by the rules outlined within the *Municipal Conflict of Interest Act* and shall disclose the pecuniary interest to the Secretary and absent himself or herself from meetings for the duration of the discussion and voting (if any) with respect to that matter.

14. **Errors/Omissions**

The accidental omission to give notice of any meeting of the Committee to its members or the non-receipt of any notice by any member, or any error in any notice that does not affect its substance, does not invalidate any resolution passed or any proceedings taken at the meeting. Any member of the Committee may at any time waive notice of any meeting.

15. **Effective date** January 1, 2016.