



STAFF REPORT NO. LS2013-013

PROPERTY FILE NO. Not Applicable

C of W DATE: October 15, 2013

TO: Committee of the Whole

FROM: Robert Tremblay, Director, Legislative Services/Clerk

SUBJECT: **Miscellaneous Appointments**

RECOMMENDATION:

That Committee of the Whole adopt the recommendation in Report LS2013-013 – Miscellaneous Appointments as follows:

Be it resolved that the Council of the Municipality of Meaford hereby:

- 1) Receive Report LS2013-013 – Miscellaneous Appointments; and
- 2) Endorse by-laws to appoint Fence Viewers, Drainage Superintendent, Pound Keeper, and Municipal Valuer;
- 3) Endorse a by-law to re-appoint the Joint Compliance Audit Committee for the 2014 Municipal Election;
- 4) Endorse a by-law to amend By-law 032-2012 to appoint members to the Meaford Museum Board to remove a member who has resigned.

FINANCIAL IMPACT:

Fees paid to Fence Viewers, Municipal Valuer and Pound Keeper have been adjusted to simplify administration. Necessary funds are budgeted for these services.

BACKGROUND:

The following provincial legislation requires the municipality to appoint persons to act in various capacities:

- *The Drainage Act, R.S.O. 1990, c.D.17* – Drainage Superintendent – Superintendent of Transportation Services
- *Livestock, Poultry and Honey Bee Protection Act, R.S.O. 1990, c. L.24* – Valuer – Ross Laycock
- *Protection of Livestock and Poultry from Dogs Act, R.S.O. 1990, c.L.24* – Valuer – Ross Laycock
- *Pounds Act, R.S.O. 1990, c.P.17* – Poundkeeper – Ross Laycock
- *Line Fences Act, R.S.O. 1990 c. L.17* – Fence-viewers – Terry Freeborn, Ross Laycock, Ed Ormsby, Ray Robertson (Alternate)
- *Municipal Elections Act, S.O. 1996* – Compliance Audit Committee (Joint) – Phil Cant



The above-noted individuals currently serve in the same capacities. The new by-laws aim to remove individuals no longer serving the municipality and simplify remuneration (where applicable) to save administrative time.

In addition, all member municipalities of the Joint Compliance Audit Committee, which is required under the *Municipal Elections Act*, are in the process of confirming members to the Committee. All existing members were asked if they would like to continue in the same capacity for the 2014 Municipal Election. Phil Cant agreed to do so for the Municipality of Meaford.

The by-law respecting the *Line Fences Act* also repeals a number of pre-amalgamation by-laws with respect to fences in the rural area. No fencing regulations exist for the urban area. These by-laws are being repealed as they are dated, inconsistent, not enforced or superseded.

A member of the Museum Board resigned earlier in the year and is being removed from the by-law, which will adjust quorum for board meetings.

RELATIONSHIP TO THE MUNICIPALITY OF MEAFORD VISION 2020/STRATEGIC PLAN:

This report supports the objective of the Municipality of Meaford Vision 2020, particularly with respect to:

Goal: *Healthy Community*

Objective:

- *Provide effective leadership & governance*

CONSULTATION:

Not Available

CONCLUSION:

Staff recommends that the attached appointments be approved by Council.

APPENDICES:

- Appendix 1 – Draft By-law to Appoint a Drainage Superintendent
- Appendix 2 – Draft By-law to Appoint a Livestock Valuer
- Appendix 3 – Draft By-law to Appoint a Poundkeeper
- Appendix 4 – Draft By-law to Address Matters Pertaining to the Line Fences Act
- Appendix 5 – Draft By-law to Appoint a Joint Compliance Audit Committee
- Appendix 6 – Draft By-law to Amend 032-2012 (Appointments to the Museum Board)



Respectfully Submitted:

Robert H. A. Tremblay

Robert Tremblay
Director, Legislative Services/Clerk

Denyse Morrissey

Reviewed by:
Denyse Morrissey, CAO

**BY-LAW NUMBER XXX – 2013
OF THE
CORPORATION OF THE MUNICIPALITY OF MEAFORD**

**BEING A BY-LAW TO APPOINT A DRAINAGE SUPERINTENDENT
PURSUANT TO THE DRAINAGE ACT, R.S.O. 1990, c.D.17**

WHEREAS Section 93 of the *Drainage Act, R.S.O. 1990, c.D.17*, as amended, authorizes the council of a local municipality to appoint a drainage superintendent; and

WHEREAS Section 227 of the *Municipal Act, 2001 S.O. 2001 c.25*, as amended, provides for officers and employees of the municipality to implement and carry out council's decisions, to establish administrative practices and procedures, to provide advice to council on municipal policies and programs, and to carry out duties required by legislation.

WHEREAS Council of the Corporation of the Municipality of Meaford deems it appropriate to appoint a Drainage Superintendent pursuant to the *Drainage Act, R.S.O. 1990*.

NOW THEREFORE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MEAFORD HEREBY ENACTS AS FOLLOWS:

1. The Superintendent of Transportation Services of the Corporation of the Municipality of Meaford is hereby appointed Drainage Superintendent for the Corporation of the Municipality of Meaford.
2. The Drainage Superintendent shall carry out the duties imposed upon him/her pursuant to the *Drainage Act, R.S.O. 1990, c.D.17*, as amended, and shall submit such reports and carry out such duties as may be required of him/her from time to time.
3. That where the provisions of any other by-laws are inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.
4. That if a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law will be considered to be severed from the balance of the by-law, which will continue to operate in full force.
5. This By-law shall come into force and take effect upon being passed by Council.

READ a FIRST, SECOND and THIRD time and finally passed this 25th day of October, 2013.

Francis Richardson, Mayor

Robert H. A. Tremblay, Clerk

DRAFT

**BY-LAW NUMBER XXX – 2013
OF THE
CORPORATION OF THE MUNICIPALITY OF MEAFORD**

**BEING A BY-LAW TO APPOINT A LIVESTOCK VALUER AND TO
ESTABLISH THE DUTIES AND REMUNERATION OF THE VALUER**

WHEREAS Section 4 of the *Livestock, Poultry and Honey Bee Protection Act, R.S.O. 1990, c. L.24*, as amended, directs every municipality to appoint one or more persons as valuers of livestock and poultry for the purposes of the Act;

WHEREAS Section 4 of the *Protection of Livestock and Poultry from Dogs Act, R.S.O. 1990, c.L.24*, as amended, directs every municipality to appoint one or more persons as valuers of livestock for the purposes of the Act;

WHEREAS Council of the Corporation of the Municipality of Meaford deems it appropriate to appoint a Livestock Valuer.

NOW THEREFORE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MEAFORD HEREBY ENACTS AS FOLLOWS:

1. That the following person is hereby appointed as valuer of livestock and poultry to carry out the provisions of the *Livestock, Poultry and Honey Bee Protection Act and Protection of Livestock and Poultry from Dogs Act* within the Municipality of Meaford:

ROSS LAYCOCK

2. That the remuneration to be paid to the valuer of livestock and poultry shall be as set out in Schedule "A" attached hereto and forming part of this by-law.
3. That if the expenses of the municipality, including fees of the valuer, respecting the damage to livestock and poultry due to a dog are not paid within thirty (30) days, the outstanding expenses may be given priority lien status and collected like taxes in accordance with Section 1 (2.1) of the *Municipal Act, 2001 S.O. 2001 c.25*.
4. That where the provisions of any other by-laws are inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.
5. That if a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law will be considered to be severed from the balance of the by-law, which will continue to operate in full force.

6. That By-law 27-2006 is hereby repealed.
3. This By-law shall come into force and take effect upon being passed by Council.

READ a FIRST, SECOND and THIRD time and finally passed this 25th day of October, 2013.

Francis Richardson, Mayor

Robert H. A. Tremblay, Clerk

DRAFT

SCHEDULE “A”

To By-law XXX-2013

REMUNERATION FOR VALUER

Per call/incident, if resulting in a claim: \$100
(Inclusive of mileage and administrative time)

Per attendance at a hearing, if required by the Clerk: \$50

Subject to H.S.T., if applicable.

Remuneration paid to the valuer under the *Protection of Livestock and Poultry from Dogs Act* shall be charged to the owner of the dog found to have caused the damage.

**BY-LAW NUMBER XXX – 2013
OF THE
CORPORATION OF THE MUNICIPALITY OF MEAFORD**

**BEING A BY-LAW TO APPOINT A POUNDKEEPER FOR THE
MUNICIPALITY OF MEAFORD, ESTABLISH THE DUTIES OF THE
POUNDKEEPER AND RECOV COSTS**

WHEREAS Section 103 of the *Municipal Act, 2001 S.O. 2001, c.25*, as amended, permits municipalities to pass by-laws to regulate or prohibit the being at large or trespassing of animals and may provide for the seizure and impounding of animals; and

WHEREAS the *Pounds Act, R.S.O. 1990, c.P.17* is in force in very local municipality; and

WHEREAS Council of the Corporation of the Municipality of Meaford deems it appropriate to appoint a Poundkeeper to carry out the provisions of the *Pounds Act, R.S.O. 1990, c.P.17*, as amended, and any applicable municipal by-laws.

NOW THEREFORE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MEAFORD HEREBY ENACTS AS FOLLOWS:

1. That ROSS LAYCOCK is hereby appointed Poundkeeper for the Municipality of Meaford.
2. That the Poundkeeper shall provide sufficient yards and enclosures for the safekeeping of such animals as it may be his duty as Poundkeeper to impound on property which he owns or rents;
3. That the Poundkeeper shall have the duty of carrying out and enforcing the *Pounds Act, R.S.O. 1990, c.P.17*, as amended, and any applicable municipal by-laws or any other Act governing impounding of animals.
4. That the remuneration to be paid to the Poundkeeper shall be as set out in Schedule "A" attached hereto and forming part of this by-law.
5. That if expenses of the municipality, including fees and expenses of the Poundkeeper, respecting the impounding of the animals, are not paid within thirty (30) days, the outstanding expenses may be given priority lien status and collected like taxes in accordance with Section 1 (2.1) of the *Municipal Act, 2001 S.O. 2001 c.25*.
6. That where the provisions of any other by-laws are inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.

7. That if a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law will be considered to be severed from the balance of the by-law, which will continue to operate in full force.
8. That By-law 28-2006 is hereby repealed.
3. This By-law shall come into force and take effect upon being passed by Council.

READ a FIRST, SECOND and THIRD time and finally passed this 25th day of October, 2013.

Francis Richardson, Mayor

Robert H. A. Tremblay, Clerk

SCHEDULE "A"

To By-law XXX-2013

REMUNERATION FOR POUNDKEEPER

Per call/incident, if resulting in impoundment: (Inclusive of mileage and administrative time)	\$125
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Hold fee (per day):	\$10
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Per attendance at a hearing, if required by the Clerk:	\$50
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Subject to H.S.T., if applicable.

**BY-LAW NUMBER 0XX – 2013
OF THE
CORPORATION OF THE MUNICIPALITY OF MEAFORD**

**BEING A BY-LAW TO ADDRESS MATTERS PERTAINING TO
THE LINE FENCES ACT, R.S.O. 1990 C. L.17 AS AMENDED**

WHEREAS Section 2 of the Line Fences Act, R.S.O. 1990 c. L.17, as amended requires each and every local municipality to appoint fence-viewers and fix remuneration to the fence-viewers; and

WHEREAS Sections 8 and 9 of the Act set out the duties and responsibilities of the fence-viewers with respect to viewings and awards; and

WHEREAS Section 12 provides authorities to the Clerk and Treasurer to collect and enforce the award in the same manner as taxes; and

WHEREAS Section 17 (2) allows every local municipality to fix reasonable administrative fees to be paid to the municipality in relation to proceedings under the Act; and

WHEREAS R.R.O. 1990, Regulation 714, as amended sets out the fee for an appeal at \$50; and

WHEREAS R.R.O. 1990, Regulation 715, as amended provides the forms to be used for matters under the Line Fences Act, R.S.O. 1990 Chapter L.17; and

WHEREAS Council of the Corporation of the Municipality of Meaford deems it appropriate and expedient to appoint fence-viewers and address other matters pertaining to the Line Fences Act, R.S.O. 1990 c. L.17, as amended;

NOW THEREFORE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MEAFORD HEREBY ENACTS AS FOLLOWS:

1. That pursuant to Section 5(2) no arbitration or other proceeding requiring the attendance or reattendance of fence-viewers shall be scheduled between the 1st day of November and the 31st day of March in the next following year; and
2. That fence-viewers specified in Schedule “A”, which forms part of this by-law, are hereby appointed to carry out the provisions of the Line Fences Act within the geographic area of the Municipality of Meaford;
3. That remuneration to be paid to the fence-viewers shall be as set out in Schedule “B”, which forms part of this by-law.
4. That administrative fees in relation to proceedings under the Act are prescribed in Schedule “C”, which forms part of this by-law;
5. That pursuant to Section 12 (6) the Treasurer of the municipality may, upon written application, pay to the owner entitled to receive the amount certified, the amount so certified or a portion thereof, where the Treasurer is satisfied that the owner is entitled;
6. That the following by-laws are hereby repealed:
029-2006
026-2006
St. Vincent 11-1986, 462-1971, 100-1951, 31-1947, 11-1945, 4-1931

Sydenham 35-1991, 92-1987, 9-1980, 14-1940, 7-1903

7. That where the provisions of any other by-laws are inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail:
8. That if a court or tribunal of competent jurisdiction declares any portion of this By-law to be illegal or unenforceable, that portion of this By-law will be considered to be severed from the balance of the By-law, which will continue to operate in full force.
9. That the short title for this by-law is “Line Fences Act By-law”.
10. This By-law shall come into force and take effect upon being passed by Council.

READ a FIRST, SECOND and THIRD time and finally passed this 25th day of October, 2013.

Francis Richardson, Mayor

Robert H. A. Tremblay, Clerk

Schedule “A” to By-law XXX-2013

Fence-viewers

Terry Freeborn
Ross Laycock
Ed Ormsby

Alternate: Ray Robertson

Three of which will be called upon by the Clerk when a viewing is requested.

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Schedule “B” to By-law XXX-2013

Remuneration

Per viewing, if called upon by the Clerk: (Inclusive of mileage and administrative time)	\$125
Per attendance at a hearing, if required by the Clerk:	\$50

Subject to H.S.T., if applicable.

Remuneration paid to the fence-viewers and any additional fees accrued due to the services of an Ontario land surveyor and/or witness, if required, shall be charged to the property owners stipulated in the award at the same portion of the costs as established by the award of the fence-viewers.

Schedule “C” to By-law XXX-2013

Administrative Fees

Initial request for a fence viewing:	\$125
Appeal request (payable to the Ontario Government):	\$50

Remuneration paid to the fence-viewers and any additional fees accrued due to the services of an Ontario land surveyor and/or witness, if required, shall be charged to the property owners stipulated in the award at the same portion of the costs as established by the award of the fence-viewers.

DRAFT

**BY-LAW NUMBER XXX-2013
OF
THE CORPORATION OF THE MUNICIPALITY OF MEAFORD**

**BEING A BY-LAW TO ESTABLISH A JOINT COMPLIANCE AUDIT COMMITTEE
AND APPOINT THE COMMITTEE MEMBERS**

WHEREAS Section 81.1 of the *Municipal Elections Act*, S.O. 1996 states that a council or local board shall, before October 1 of an election year, establish a compliance audit committee for the purposes of section 81; and

WHEREAS the committee shall be composed of not fewer than three and not more than seven members and shall not include,

- (a) employees or officers of the municipality or local board;
- (b) members of the council or local board; or
- (c) any persons who are candidates in the election for which the committee is established; and

WHEREAS the term of office of the committee is the same as the term of office of the council or local board that takes office following the next regular election, and the term of office of the members of the committee is the same as the term of the committee to which they have been appointed; and

WHEREAS the Councils of the Municipality of Grey Highlands, the Town of The Blue Mountains, the Municipality of Meaford, the City of Owen Sound, the Municipality of West Grey and the Township of Georgian Bluffs have agreed to establish a joint compliance audit committee in compliance with Section 81.1 of the *Municipal Elections Act 1996*;

NOW THEREFORE the Council of the Municipality of Meaford enacts as follows:

1. THAT a Joint Compliance Audit Committee (2014-2018) made up of one member from each of the Municipality of Grey Highlands, the Town of The Blue Mountains, the Municipality of Meaford, the City of Owen Sound, the Municipality of West Grey and the Township of Georgian Bluffs is hereby established.
2. THAT the members appointed to the Joint Compliance Audit Committee, shall be those members as indicated on Schedule "A" attached hereto and forming a part of this By-law.
3. THAT the Terms of Reference for the Joint Compliance Audit Committee shall be attached hereto as Schedule "B" to this By-law.
4. THAT this By-law shall take effect on the final passing hereof.

**READ a FIRST, SECOND and THIRD time and finally passed this XX day of
XXXXXXXXXX, 2013.**

Francis Richardson, Mayor

Robert H. A. Tremblay, Clerk

SCHEDULE “A” TO BY-LAW NO. XXX-2013

APPOINTED JOINT COMPLIANCE AUDIT COMMITTEE MEMBERS

1. City of Owen Sound - Ray McKelvie
2. Municipality of West Grey - Boyde Colwell
3. Township of Georgian Bluffs - Don King
4. Town of The Blue Mountains - Robert (Bob) Holden
5. Municipality of Grey Highlands – Alan Coleclough
6. Municipality of Meaford – Phil Cant

SCHEDULE “B” TO BY-LAW NO. XXX-2013

JOINT COMPLIANCE AUDIT COMMITTEE TERMS OF REFERENCE 2014 MUNICIPAL ELECTION

1. NAME

- 1.1 The Joint Compliance Audit Committee has the full delegation of authority of the *Municipal Elections Act, 1996 as amended* to address applications requesting an audit of a candidate’s election campaign finances for the 2014 Municipal Election. This authority includes, but is not limited to the following:
 - 1.1.1 Review applications and grant or reject audit requests
 - 1.1.2 Where an audit is granted, to appoint an auditor and review the audit report
 - 1.1.3 Where indicated, decide whether legal proceedings shall be commenced.

2. BACKGROUND

- 2.1 Section 81 of the *Municipal Elections Act, 1996* as amended provides that Municipalities and School Boards shall appoint a compliance audit committee before October 1st, 2014. The powers and functions of the Committee are set out in subsections 81 (3), (4), (7), (10) and (11) of the *Municipal Elections Act, 1996*.
- 2.2 The Municipal Councils of The Municipality of Grey Highlands; Town of The Blue Mountains; Municipality of Meaford; City of Owen Sound; Municipality of West Grey; and Township of Georgian Bluffs have agreed to form a Joint Compliance Audit Committee (hereinafter referred to as “the Committee”) to serve for the 2014 Municipal Election Term, namely commencing December 1, 2014 through November 30, 2018.

3. OBJECTIVES

- 3.1 To ensure that the provisions of the *Municipal Elections Act, 1996, Section 81* are not contravened and to follow the necessary steps to ensure compliance as noted in Section 81.

4. COMPOSITION

- 4.1.1.1 The Committee shall be comprised of six members of the public, one each from The Municipality of Grey Highlands; Town of the Blue Mountains;

Municipality of Meaford; City of Owen Sound; Municipality of West Grey; and Township of Georgian Bluffs.

- 4.2 Members must possess an in-depth knowledge of the campaign financing rules of the *Municipal Elections Act, 1996*, as amended. Therefore, membership from the following stakeholder groups is encouraged to apply:
 - 4.2.1 Accounting and audit – accountants or auditors with experience in preparing or auditing the financial statements of a municipal candidates; and/or
 - 4.2.2 Academic – college or university professors with expertise in political science or local government administration; and/or
 - 4.2.3 Legal; and/or
 - 4.2.4 Other individuals with knowledge of the campaign financing rules of the *Municipal Elections Act, 1996*, as amended.
- 4.3 Committee members will be appointed by their respective Municipal Councils.
- 4.4 When an application has been filed under Section 81 of the *Municipal Elections Act*, only three of the six members of the Joint Compliance Audit Committee shall comprise the audit committee for the purpose of reviewing the application.
 - 4.4.1 The three members will be made up of one being from the host municipality where an application to conduct a compliance audit has been filed and the other members being the closest municipalities geographically to the respective municipality where the application was filed. Should the two closest members be unable to attend, then the next closest member(s) will attend.
 - 4.4.2 The Clerk of the host municipality will make the determination as to which municipalities are the closest to the host municipality.
- 4.5 To avoid possible conflicts of interest, an auditor or accountant appointed to the Committee must agree in writing to not undertake the audits or preparation of the financial statements of any candidates seeking election to Council. Failure to adhere to this requirement will result in the individual being removed from the committee.
- 4.6 The Chair of the committee shall be the committee member from the host municipality where the application is being heard.

4.7 The Clerk or designate of the host municipality where an application is being heard shall act as Secretary to the Committee.

4.8 Members of Council, Municipal Election Candidates or Employees of the municipality are prohibited from being appointed to the Committee.

5. TERM

5.1 The term of office for committee members is from December 1st, 2014 to November 30th, 2018.

6. RESOURCES

6.1 The Clerks Department from each respective municipality where an application is filed will provide support in the form of advice and day-to-day liaison with the Committee.

7. PROCEDURES AND TIMEFRAMES

7.1 Requirements

7.1.1 An application for a compliance audit shall be made to the Clerk of the municipality or the secretary of the local board for which the candidate was nominated for office. The application must be in writing and shall set out the reasons for the elector's belief.

7.2 Deadline

7.2.1 The application must be made within 90 days after the latest of:

7.2.1.1 the filing date under Section 78,

7.2.1.2 the candidate's supplementary filing date, if any, under section 78,

7.2.1.3 the filing date for the final financial statement under Section 79.1, or

7.2.1.4 the date on which the candidate's extension, if any, under Subsection 80(3) expires.

7.3 Procedures

7.3.1 **Application** to be forwarded to Committee – within 10 days after receiving the application, the Clerk of the municipality or the secretary of the local board, as the case may be, shall forward the application to the Committee and provide a copy of the application to the Council or local board.

7.3.2 **Decision** – Within 30 days after receiving the application, the Committee shall consider the application and decide whether it should be granted or rejected.

7.3.3 **Appeal** – The decision of the Committee may be appealed to the Ontario Court of Justice within 15 days after the decision is made and the court may make any decision the committee could have made.

7.4 Meetings

7.4.1 The first meeting of the Committee shall be called by the Clerk of the respective municipality where an application to conduct a compliance audit has been filed. The date and time of the meeting shall be determined by the Clerk and communicated directly to Committee members. Subsequent meetings shall be held at the call of the Committee Chair. All time frames established in the *Municipal Elections Act, 1996*, as amended, and regulations thereto, shall be adhered to.

7.4.2 The Chair shall cause notice of the meetings, including the agenda for the meetings, to be provided to members of the Committee a minimum of three (3) business days prior to the date of each meeting. A quorum for meetings shall consist of a majority of the members of the Committee.

7.4.3 Minutes of each meeting shall outline the general deliberations and specific actions and recommendations that result.

7.4.4 Meetings of the Committee shall be governed by the Municipalities Procedural By-law.

7.4.5 Meetings shall be conducted in the respective municipality where the application was filed.

7.4.6 The Clerk of the respective municipality where the application was filed shall be responsible for the notice, agenda and minutes.

7.5 Attendance

7.5.1 Any member of the Committee, who is absent from three consecutive meetings, without being excused by the Committee, may be removed from the Committee. The Committee shall make recommendations, by a report to Council, for the removal of a member.

7.6 Location

7.6.1 The location of the meetings shall be set by the Clerk of the municipality where the application has jurisdiction over.

7.7 Purchasing

- 7.7.1 Purchasing responsibilities of the respective municipalities shall be followed.

7.8 Costs

- 7.8.1 The Council of the respective municipality where the application was filed shall pay all costs in relation to the committee's operation and activities.

7.9 Remuneration

- 7.9.1 Members of the Committee shall be paid a per diem for the time of the meeting at a rate of \$150 per day plus mileage expenses at the current mileage rate established by the County of Grey. The Clerk of the respective municipality shall ensure and verify the validity of the meeting.

7.10 Closed Meetings

- 7.10.1 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 personal issues or legal matters. If the Committee elects to hold a closed session, all persons not entitled to vote (with the exception of the staff liaison(s), if any, and all persons excepted by the members) shall vacate the premises where the meeting is taking place. Closed meeting shall only be held in accordance with Section 239 of the *Municipal Act*.

7.11 Conflicts

- 7.11.1 Members shall abide by the rules outlined within the *Municipal Conflict of Interest Act* and shall disclose a 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 the matter.

7.12 Errors/Omissions

- 7.12.1 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 members of the Committee may at any time waive notice of any meeting.

7.13 Expulsion

- 7.13.1 This Committee and/or Clerk may recommend to the respective Council where the application was filed for the expulsion of a member for reasons as listed, but not limited to:
 - 7.13.1.1 The member being in contravention of the *Municipal Act*, the *Municipal Freedom of Information and Protection of Privacy Act*, the *Provincial Offences Act*, the *Municipal Conflict of Interest Act* and the *Municipal Elections Act*;
 - 7.13.1.2 Disrupting the work of the Committee; or
 - 7.13.1.3 Other legal issues.

BY-LAW NUMBER XXX – 2013
OF THE
CORPORATION OF THE MUNICIPALITY OF MEAFORD

BEING A BY-LAW TO AMEND BY-LAW 032-2012 TO
APPOINT MEMBERS TO THE MEAFORD MUSEUM BOARD

WHEREAS Section 11(3) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, authorizes municipalities under the Culture, Parks, Recreation and Heritage sphere of jurisdiction; and

WHEREAS Section 196 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides municipalities with the authority to establish municipal service boards; and

WHEREAS the Council of the Corporation of the Municipality of Meaford was informed of the resignation of a member of the Meaford Museum Board;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MEAFORD HEREBY ENACTS AS FOLLOWS:

1. That By-law 032-2012 to appoint members to the Meaford Museum Board is hereby amended to remove the following person who has resigned:

Jim Anglin
2. That this By-law comes into force and effect on the final passing thereof.

READ a FIRST, SECOND and THIRD time and finally passed this 23rd day of October, 2013.

Francis Richardson, Mayor

Robert H.A. Tremblay, Clerk