

THE CORPORATION OF THE TOWNSHIP OF NIPISSING

BY-LAW NUMBER 2023- 10

Being a by-law to authorize the creation and operation of a Board of Management for the Nipissing Township Museum, owned by the Corporation of the Township of Nipissing.

WHEREAS Sections 9, 10 and 11 of the *Municipal Act, 2001*, as amended, provide for the establishment, operation and maintenance of a Museum;

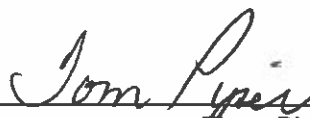
AND WHEREAS the Council of the Township of Nipissing considers it necessary and desirable for the public to provide a historical Museum;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF NIPISSING ENACTS AS FOLLOWS:

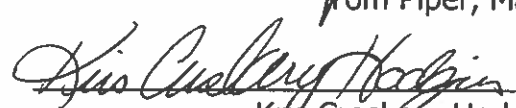
1. That a Museum Board of Management shall be appointed by the Council of The Corporation of the Township of Nipissing at their first regular meeting in a Council term, appointing the Board for the term of Council, four (4) years.
2. That the Museum Board shall be responsible for the management, programming and strategic planning for:
 - a) the Nipissing Township Museum, 4363 Highway 654;
And for the planning, organizing and conducting of heritage activities throughout the Township of Nipissing.
3. That the Museum Board shall consist of:
 - two (2) members of Council,
 - five (5) residents of the Township of Nipissing who are qualified to be elected as members of the council,
 - one municipal staff member will be appointed to provide administrative support to the Board and shall be appointed as Secretary to the Board,
 - other staff members may also be appointed when support is required.
Any Staff member(s) appointed to the Board will not have the voting rights of a Board member.
4. That the Terms of Reference of the Nipissing Township Museum Board of Management are outlined in Schedule A, attached hereto and declared to be part of this By-Law.
5. That By-Law Number 2016-47 is hereby rescinded.

Read a first, second and third time and passed this 17th day of January, 2023.

THE CORPORATION OF THE
TOWNSHIP OF NIPISSING



Tom Piper, Mayor



Kris Croskery-Hodgins,
Municipal Administrator-Clerk-Treasurer

Schedule "A" to By-Law Number 2023-10

Nipissing Township Museum Board of Management
Terms of Reference

1. The Nipissing Township Museum Board of Management ("Museum Board") is a Committee of Council, appointed by Council and will therefore be governed by the most current Procedural By-Law and Code of Conduct in effect for the Township of Nipissing.
2. The Museum Board may establish rules and regulations for the conduct of the Museum and heritage programming or any part thereof and to govern the conduct of all person who in any way participate in or be in attendance at any part of the programming.
3. The Museum Board shall elect a Chairperson (1) from its members at its first meeting held in a calendar year. This position shall be selected annually.
4. The Museum Board shall maintain strategic planning goals for the Museum and provide budget direction for annual programming to the Board Secretary at the first meeting held in February each year to be included in the Township Budget process.
5. The Museum Board shall hold a minimum of four (4) general meetings per year. The meeting schedule is to be determined by the Chairperson, communicated to the Secretary and published in accordance with the Township of Nipissing notice guidelines and Procedural By-Law. Agenda creation and publication will be in accordance with the Procedural By-Law and maintained by the Secretary of the Board.
6. The Museum Board may incur expenditures to the extent provided in the annual approved budget, or as specifically approved by Council.
7. The Museum Board shall be responsible for the administration and management of the Nipissing Township Museum and as such may make rules and policies as it considers necessary relating to the management, safety and control of the facilities.
8. The Museum Board may provide user fee information for the use of the Museum and facilities to be included in the regular updating of the User Fee By-Law in place for the Township of Nipissing.
9. Members of the Museum Board in good standing at the end of a Council Term shall be asked of their intentions for the following term in order to provide re-appointment guidance. Once the Board has been confirmed by Council at their first regular meeting, any vacancies within the Board will be advertised and appointed as filled.