

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2013-117

CULTURAL VITALITY COMMITTEE: [amended by By-law 2022-47] (L5.3) A by-law to re-establish a Cultural Vitality Committee [amended by By-law 2022-47] and to repeal By-law 2003-112.

WHEREAS City Council did on October 21st, 1991 pass By-law 91-230 to establish a Cultural Advisory Board (now Cultural Vitality Committee) [amended by By-law 2022-47];

AND WHEREAS City Council did on May 12th, 2003 pass By-law 2003-112 to re-establish a Cultural Advisory Board (now Cultural Vitality Committee) [amended by By-law 2022-47];

AND WHEREAS City Council did on February 19th, 2013 pass a resolution accepting the report of the Manager of Recreation and Culture concerning revisions to the Cultural Policy and approving the revisions to the Cultural Policy;

AND WHEREAS the Cultural Vitality Committee [amended by By-law 2022-47] must work within the Cultural Policy adopted by Council on February 19th, 2013 and as amended by Council from time to time;

NOW THEREFORE the Council of the Corporation of the City of Sault Ste. Marie **ENACTS** as follows:

1. **CULTURAL VITALITY COMMITTEE** [amended by By-law 2022-47]

A Cultural Vitality Committee (the "Committee") [amended by By-law 2022-47] is hereby established whose task it is to make recommendations on all matters referred to it by City Council utilizing the Cultural Policy approved by City Council on February 19, 2013 and as amended by City Council from time to time.

2. **COMPOSITION OF THE COMMITTEE**

The Committee shall be composed of the Mayor as ex-officio, one (1) City Councillor, a member of the Mayor's Youth Advisory Council and a minimum of six (6) members of the community based on their knowledge, interest and involvement in culture as defined in the Cultural Policy. [amended by By-law 2022-47]

3. **OFFICERS**

At the first meeting of each year, the Committee shall elect a Chair and Vice-Chair from its membership. [amended by By-law 2022-47]

4. **CULTURAL AREAS**

The members of the community appointed to the Committee [amended by By-law 2022-47] shall represent all areas of culture without bias as defined in the Cultural Policy.

5. **TERM OF APPOINTMENTS**

The members of the community appointed to the Committee [amended by By-law 2022-47] shall be appointed for a term of two (2) years.

6. **VACANCIES**

When vacancies on the Committee arise, the Committee shall request that the Clerk's Department advertise the vacant positions. Applications received shall be reviewed by the Board and Committees Nominating Committee who make a recommendation to City Council for appointment to the Committee. All recommended candidates shall meet the requirements under Section 2 of this by-law, and are not required to be a member of a local cultural group. **[amended by By-law 2022-47]**

7. **MEETINGS**

The Committee shall meet on the third Wednesday of every month (excluding July and August) at 4:30 p.m. unless the Chair or Vice-Chair cancel a meeting due to lack of business. In no event should the Committee go longer than four months without a meeting. There will be flexibility given to the Chair or Vice-Chair to call meetings at noon hour should quorum prove difficult at the stated time.

Additional meetings may be called at the discretion of the Chair or Vice-Chair.

All meetings of the Committee shall be subject to the open meeting provisions of the *Municipal Act, 2001*.

When no quorum exists the meeting will be cancelled.

The Committee shall keep Minutes of meetings and keep all papers and documents pertaining to the business of the Committee and all books, documents and files kept by the Committee shall be open to the inspection of City Council or any other person or persons appointed for that purpose by City Council.

All out of town travel by Committee members for business related to the Committee shall first be approved by a resolution of City Council.

DELEGATIONS

Where members of the public wish to address the Committee, a request must be made in writing at least one week prior to the scheduled meeting. It is the Chair's responsibility to allow or deny the request.

Where members of the public attend open meetings, they may only participate at the Chair's discretion.

PROCEDURES BY-LAW 2013-100

Procedures By-law 2013-100, governs aspects of meeting procedure for the Cultural Vitality Committee.

[all of paragraph 7 amended by By-law 2022-47]

8. **AD HOC/SUB-COMMITTEES**

Sub-committees may be formed for specific tasks and dissolved once the mandate is met.

Chairs of sub-committees must be members of the Cultural Vitality Committee.

Membership on such sub-committees may be extended to community representatives and/or experts outside the Committee's membership.

Membership on such sub-committees must be approved by a resolution of the Committee.

Sub-committees shall report their findings to the Committee, and shall have no authority to make decisions on behalf of the Committee.

[all of paragraph 8 amended by By-law 2022-47]

9. **PECUNIARY INTEREST**

A person is not eligible to be a member of the Board or any Special Committee if that person is a paid staff member of any local cultural group. Any member of the Board who has a pecuniary interest in any such cultural group must declare this interest at their earliest possible opportunity.

10. **CONFLICT OF INTEREST**

Members of the Board who are board members of a local cultural group must declare their involvement to the Board.

11. **EFFECTIVE DATE**

This by-law is effective on the date of its final passing.

12. **BY-LAW 2003-112 REPEALED**

By-law 2003-112 is hereby repealed.

PASSED in open Council this 24th day of June, 2013.

“Mayor – Debbie Amaroso”

MAYOR – DEBBIE AMAROSO

“City Clerk – Malcolm White

CITY CLERK – MALCOLM WHITE