Agenda - Executive Policy Committee - November 7, 2012

Report - Standing Policy Committee on Protection and Community Services - October 29, 2012

Item No. 4 Operating Terms of Reference – Transcona Historical Museum (Transcona Ward)

STANDING COMMITTEE RECOMMENDATION:

On October 29, 2012, the Standing Policy Committee on Protection and Community Services concurred in the recommendation of the East Kildonan-Transcona Community Committee, as amended, and submits the following to Council:

1. That the Operating Terms of Reference for the Transcona Historical Museum be approved.

2. That the November 16, 2012 deadline for receipt of applications for the 2013 Citizen Appointments to Boards and Commissions be extended by two weeks for the Transcona Historical Museum Board.

3. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

Report - Standing Policy Committee on Protection and Community Services - October 29, 2012

DECISION MAKING HISTORY:

STANDING COMMITTEE RECOMMENDATION:

On October 29, 2012, the Standing Policy Committee on Protection and Community Services concurred in the recommendation of the East Kildonan-Transcona Community Committee, with the following amendment:

- Add the following new recommendation:

    "2. That the November 16, 2012 deadline for receipt of applications for the 2013 Citizen Appointments to Boards and Commissions be extended by two weeks for the Transcona Historical Museum Board.",

and submitted the matter to the Executive Policy Committee and Council.

COMMUNITY COMMITTEE RECOMMENDATION:

On October 16, 2012, the East Kildonan-Transcona Community Committee recommended to the Standing Policy Committee on Protection and Community Services that the Operating Terms of Reference for the Transcona Historical Museum be approved.

COUNCIL DECISION:

On July 18, 2012, Council adopted a Process for Citizen Member Appointments to the City of Winnipeg's Committees, Boards and Commissions, including the appointment by Council of citizen members to the Transcona Historical Museum.

TRANSCONA HISTORICAL MUSEUM BOARD

OPERATING TERMS OF REFERENCE

1. This document may be cited as the "Transcona Historical Museum Board" Operating Terms of Reference.

2. In these terms of reference:

"Board" means the Transcona Historical Museum Board

"Citizen" means a person other than a Councillor who is a resident of Winnipeg and is entitled to vote in the civic elections of the City, with a maximum of up to two (2) persons who may reside outside the boundaries of the City of Winnipeg but inside the Capital Region.

"Citizen Member" means those members of the Board appointed under sections 3(a) hereof

"Council" means the Council of The City of Winnipeg

"Council Member" means a member of the Board appointed under Section 3(a)

COMPOSITION OF BOARD

3. (a) The Board shall be comprised of nine (9) members of whom one (1) shall be a Councillor (or citizen alternate) and eight (8) shall be citizens, all to be appointed by Council.

(b) Following the initial term of office of Citizen Members as provided in Section 4, Council shall appoint Citizen Members in alternate years for two year terms.

(c) The Councillor member shall be appointed annually by Council.

(d) A former member is eligible for re-appointment.

(e) After the office of a citizen member of the board becomes vacant by reason of death or resignation, or in the case of a member being unable to act for any reason whatsoever, Council may appoint another citizen to complete the term of office of the citizen member who has died or resigned, or who is unable to act.

TERMS OF OFFICE

4. The initial terms of office of four (4) members of the Citizen Members appointed by Council shall expire December 31, 2014, and the initial terms of office of the remaining four (4) Citizen Members appointed by Council shall expire December 31, 2015.

CHAIRPERSON AND RULES

5. (a) The board, at its first meeting following Council's appointments of its Citizen Members shall select from amongst its members, an Executive Committee comprised of a President, Vice-President and Treasurer. A Secretary may also be selected from the board or staff

(b) The board shall make rules and regulations to govern its own procedure.

(c) A majority of the board, committee of the board, or an executive committee of the board shall constitute a quorum;

(d) The museum curator shall attend meetings of the board, executive and committees.

POWERS AND DUTIES OF THE BOARD

6. The powers and duties of the Board:

(a) regulate the use by the public of the Museum, to supervise the expenditure of such monies as Council may appropriate for the purposes of the museum and generally to manage and supervise same;

(b) provide each year a budget of revenue and expenditure, and any other documents as requested, to the City of Winnipeg Museums Board during its annual operating grant application submission;

(c) provide an annual report and financial statement to the City of Winnipeg Museums as required during its annual operating grant application submission;

(d) create such committees as it considers necessary and appropriate to carry out its duties.

(e) the Transcona Historical Museum Board, appointed by Council, is hereby continued to manage, control and operate the Transcona Museum and all other buildings or premises used for the purposes of the Transcona Historical Museum.

7. The board shall keep at the Museum or such place as shall be designated, the proper books and accounts of the receipts, payments, credits, assets and liabilities of the Board.