

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2018-78

LOCAL BOARDS: (L.5.7) a by-law to re-establish the Sault Ste. Marie Historic Sites Board.

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 195 of the *Municipal Act, 2001*, S.O. 2001, c. 25, **ENACTS** as follows:

1. **BOARD NAME CHANGE**

The Sault Ste. Marie Historical Sites Board is abolished and there is hereby continued a Board of Management under the name Sault Ste. Marie Historic Sites Board (hereinafter referred to as the Board).

2. **MEMBERS**

(a) The Board shall be composed of the following persons:

- (i) one member of Council; and
- (ii) at least six other persons who are qualified to be elected as members of the Council.

(b) All appointments to the Board shall be made by the Council by resolution.

3. **TERM OF OFFICE**

The member who is a member of Council shall be appointed for a two-year term. The remaining members shall be appointed for a two-year term. All members shall hold office until their successors are so appointed.

4. **OFFICERS**

- (i) the Board shall elect its own Chair & Vice Chair and any other officers it deems necessary from among its members;
- (ii) the Secretary-Treasurer and Administrator of the Board shall be the Curator of the Ermatinger•Clergue National Historic Site.

5. **BUDGET**

The Board shall submit its yearly budget as part of the Community Development and Enterprise Services budget on the date determined by the City Treasurer.

6. **MANAGEMENT**

The Board shall act on behalf of the Council as a Board of Management for the Ermatinger•Clergue National Historic Site. The Board shall act on behalf of the Council as a Board of Management for such other properties as are referred to it by the Council. Subject to such limitations and restrictions as Council may herein or hereinafter either by resolution, by-law or otherwise direct the Board shall:

- (i) be responsible to Council;
- (ii) serve without remuneration;
- (iii) conduct all ordinary meetings open and no person shall be excluded therefrom except for improper conduct;
- (iv) keep minutes of its meetings and keep all papers and documents pertaining to the business of the Board and all books, documents and files kept by the Board shall be open to the inspection of the Council or any other person or persons appointed for that person by the Council;
- (v) immediately at the end of each year, submit its annual report to the Council including a report on private donations on the terms upon which any private donations were given during the preceding year;
- (vi) make regulations governing its proceedings, the calling of meetings and the conduct of its members;
- (vii) appoint a Chair and a Vice-Chair and such other officials as may be required from time to time for the organizational structure of the Board;
- (viii) recommend the annual user fees of the Ermatinger•Clergue National Historic Site to Council
- (ix) determine policy concerning the Museum Gift Shop operations;
- (x) determine hours of operation for the Ermatinger•Clergue National Historic Site;

- (xi) not make or authorize a structural change of any kind in or to the Ermatinger•Clergue National Historic Site without the approval of Council;
- (xii) assess requests for the naming of municipal or private properties and provide its recommendation to City Council as outlined in the City's Information Manual;
- (xiii) prepare response on matters of historical importance for the consideration of City Council as outlined in the City's Information Manual;
- (xiv) have an established link with the Sault Ste. Marie Municipal Heritage Committee (M.H.C.) including communication and minutes;
- (xv) ensure that the Ermatinger•Clergue National Historic Site operates as specified in the "Museum Operating Guidelines" for the Province of Ontario and other relevant guidelines;
- (xvi) ensure that the policies necessary for the management, development and protection of the Site are maintained;
- (xvii) submit to Council an annual budget of the estimated revenue and expenditures for the Ermatinger•Clergue National Historic Site;
- (xviii) make recommendations concerning staff requirements and staff duties to the Council;
- (xix) review monthly revenues & expenditures of the annual operating budget, including specific one time projects prior to being sent to the City Treasurer; and
- (xx) operate within the Mission and Purpose of the Site.

7. **BEQUESTS AND DISPLAYS**

Subject to such limitations and restrictions herein or hereinafter set out, the Board may:

- (i) receive and apply any private donation toward the Ermatinger•Clergue National Historic Site in such a manner as it deems advisable but not inconsistent in the terms upon which any amount was donated; and

- (ii) arrange for special displays, shows and events that it deems consistent with the purposes of the Ermantinger•Clergue National Historic Site and may use any monies raised as a result of such special displays as if these monies were a private donation.

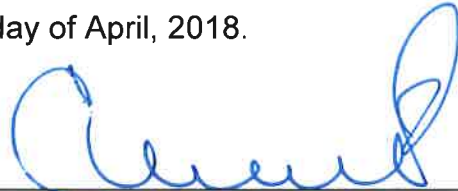
8. **BY-LAWS 2001-229, 2004-17, AND 2017-9 REPEALED**

By-laws 2001-229, 2004-17, and 2017-9 are hereby repealed.

9. **EFFECTIVE DATE**

This by-law takes effect on the day of its final passing.

PASSED in open Council this 23rd day of April, 2018.



MAYOR – CHRISTIAN PROVENZANO



CITY CLERK – MALCOLM WHITE