



**The Corporation of the Municipality of Temagami
By-law 24-1775**

**Being a By-law to Adopt 'Terms of Reference' for the Ad Hoc Committee
for the Mine Landing Waste Transfer Station Administration**

WHEREAS under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS under Section 238 (2), the Municipal Act, S.O., 2001, c.25, c.M. 45, as amended, requires every municipality and local board to pass a procedure by-law governing the calling, place and proceedings of meetings;

AND WHEREAS Ad Hoc Committees provide advice to the Council for the Corporation of the Municipality of Temagami on all matters relating to their respective committee and are comprised of both members of Council and members of the general public;

NOW THEREFORE the Council of the Corporation of the Municipality of Temagami hereby enacts as follows:

1. That the Terms of Reference attached hereto as Schedule "A" to this bylaw shall govern the Ad Hoc Committee for the Mine Landing Waste Transfer Station Administration.
2. Nothing in this By-law shall be interpreted to conflict with or supersede the Municipality's Procedural By-law; in case of conflict the current Procedural By-law shall take precedence.
3. That this By-law shall repeal and replace any other By-law pertaining to 'Ad Hoc Committee for the Mine Landing Waste Transfer Station Administration' except the Municipal Procedural By-law.
4. That the Clerk of the Municipality of Temagami is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
5. That this bylaw shall come into force and take effect upon final passing thereof.

Read a First and Second Time this 10th Day of October 2024. Read a

Third and Finally Passed this 10th Day of October 2024.

Mayor

Clerk

Schedule “A” to By-law 24-1775

‘Terms of Reference’ for the Ad Hoc Committee of the Mine Landing Waste Transfer Station Administration

1.0 Authority

The Municipal Act provides the Municipality with the authority to create ‘Advisory Committees’ for specific purposes and the Municipal Council of the Municipality of Temagami has deemed it advisable to establish an ‘Ad Hoc Committee’ to consider the Administration of the Mine Landing Waste Transfer Station.

In accordance with the Municipalities ‘Procedural By-law’, the Ad Hoc Committee is an ‘Advisory Committee’ authorized by the Council for the Corporation of the Municipality of Temagami and has been established in accordance with these Terms of Reference.

Committee members must be guided by these Terms of Reference and the Code of Conduct for Members of Council and Local Boards.

2.0 Purpose, Mandate and Duties

The purpose of the Ad Hoc Committee is to make recommendations to the Council of the Municipality of Temagami concerning the administration of the Mine Landing Waste Transfer Station, particularly within the new service schedule introduced in May 2023.

The recommendations should encompass:

- Considerations for all user types, including permanent residents, seasonal residents, contractors, business owners, and visitors.
- Considerations for appropriate signage.
- Strategies for the care and maintenance of the transfer station.
- Improvements in communication regarding hours of operation.

3.0 Composition and Term of Appointments

The Ad Hoc Committee is to be comprised of:

- Two (2) Permanent Residents of Lake Temagami
- Two (2) Seasonal Residents of Lake Temagami
- Two (2) Members of Council
- One (1) Lake Temagami Contractor
- One (1) Lake Temagami Youth Camp Operator

The criteria for citizen appointment to the Ad Hoc Advisory Committee includes:

- The ability to represent a broad range of perspectives that the community's diversity.
- An ability to set-aside personal interests for the benefit of the entire community.
- An ability to contribute positively, fairly, and without bias during meetings.
- A solid understanding of the Mine Landing Waste Transfer Station and its associated issues.
- Familiarity with the community's social and economic drivers.

Each voting member of the Ad Hoc Committee serves as an independent representative and does not solely represent one sector or sphere of interest within the community. Committee members must collaborate effectively to fulfill the Ad Hoc Committee's mandate.

A quorum, consisting of a majority of the Committee members, is required for meetings. The quorum will be based on the number of active members appointed to the Committee.

4.0 Reporting Structure

The Ad Hoc Committee will provide advice and recommendations to the Council of the Municipality of Temagami. All minutes from Ad Hoc Committee meetings, once approved, shall be forwarded to the Municipal Clerk for recordkeeping and presented at the next scheduled Regular Meeting of Council for informational purposes.

5.0 Administration

All meetings shall be conducted in accordance with the Municipality of Temagami's Committee and Local Board Policy and Procedures (Procedural By-law). Meetings will be open to the public, except when discussing matters falling within the categories defined under Section 239(2), (3), or (3.1) of the Municipal Act, 2001, c. 25, in which case the meeting may be held 'Closed'.

Support staff will be provided, with duties delegated by the Clerk to ensure general administrative coordination of meetings, including the preparation and distribution of agendas and minutes.

6.0 Dissolution

The Committee shall be dissolved after providing the final recommendations to the Council prior to February 28, 2025, to allow staff adequate time to coordinate any necessary changes before the commencement of the busy summer season.