



## **Local Senior Games Advisory Committee Policy**

**Approved: 2023-12-19**

***Motioned by Van Kroonenburg***

*"I move that Village of Bible Hill adopt the Local Senior Games Advisory Committee Policy as presented."*

***Seconded by Shea***

***Motion carried***

## **Purpose**

1. The Local Senior Games Advisory Committee (“the Committee”) is to provide advice to Village of Bible Hill (the “Village”) on planning and executing the local senior games programming.

## **Committee Composition**

2. This committee is composed of:
  - a. Seven community representatives; voting members; eligible to be elected as Chair of the Committee;
  - b. The Parks and Recreation Director; non-voting member; ineligible to be elected as Chair of the Committee; and
  - c. One employee of Municipality of the County of Colchester Recreation Department; non-voting member; ineligible to be elected as Chair of Committee.

## **Terms of Appointment**

3. Community representatives are appointed for two-year terms, July through June, and are eligible for reappointment at the expiry of their term.
4. Staff supports: appointed for the term of employment or as the employer determines otherwise.

## **Meetings**

5. The Committee shall meet monthly on the first Thursday of the month at 9:30AM in the Village Commission Chambers, 67 Pictou Road.
6. The Parks and Recreation Director, on behalf of the Chair, may call a Special Meeting, provided the Chair believes that a majority of the Committee members would support such a step.
7. The Chair shall be elected at the first meeting of the Committee each July. The Committee members shall, by ballot, write the name of the person they wish to serve as Chair. The Committee shall appoint a scrutinizer to count the ballots and announce the name of the person elected.
8. The Chair shall have a vote on any question, and in the event of a tie the motion shall be lost.

9. The Chair shall preside at all meetings; in their absence the Parks and Recreation Director shall preside.
10. Where a member of the Committee has failed to attend three consecutive regular meetings of the Committee, without having been excused from such meetings by the Committee, such member shall be deemed to have resigned from the Committee and shall therefore vacate his/her seat as a member.
11. The committee shall vote on a secretary to record minutes of all meetings. The secretary shall send the minutes to the Parks and Recreation Director within 7 days following each meeting of the committee. Minutes shall be approved by motion at the next meeting of the Committee. Approved minutes shall be signed by the Chair and the Parks and Recreation Director. Minutes shall be filed with the Clerk and Treasurer.
12. Four of the seven voting members shall constitute a quorum.

### **Role of the Committee**

13. The Committee shall provide advise to the Parks and Recreation Director on matters relating to the annual Local Senior Games, including planning various sporting and social events tailored to the interests and abilities of seniors aged 55+.
14. Neither the Committee nor any member shall have the power to pledge the credit of the Village. Nor shall the Committee or any member have any power to authorize expenditure to be charged against the Village or enter into a legal commitment or agreement. The Committee shall not be responsible for the operations of parks, recreation programs or facilities, nor administrative matters including the hiring of or providing direction to staff or volunteers with the exception of set-up for and during the annual Local Senior Games event week.

**Signature page to follow.**

Date of Notice to Village Commission of Intent to Consider: 2023-12-12

Date of Passage of Policy: 2023-12-19

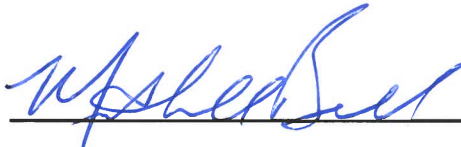
I certify that this Policy was adopted by Village Commission as documented above:

  
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Chair

04-01-2024

Date

  
\_\_\_\_\_

Clerk and Treasurer

2024-01-04

Date