

# THE CORPORATION OF THE TOWNSHIP OF SEGUIN

## BY-LAW NO. 2021-087

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**Being a By-law to establish Terms of Reference for the Township of Seguin Finance Committee and to Repeal By-law No. 2020-008 and all other By-laws and Resolutions, or parts thereof, contrary hereto or inconsistent herewith.**

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**WHEREAS**, the Council of The Corporation of the Township of Seguin has established the Township of Seguin Finance Committee;

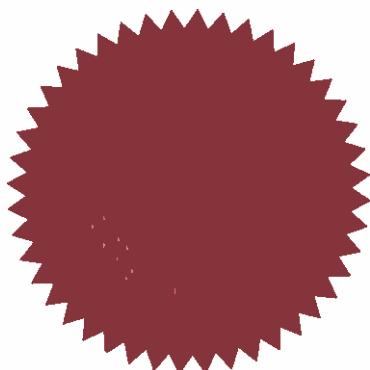
**AND WHEREAS**, the Municipal Act, R.S.O. 2001, provides that a municipality may provide for participating electronically in a meeting;

**AND WHEREAS**, the Council of The Corporation of the Township of Seguin deems it appropriate to permit electronic participation at meetings of the Township of Seguin Finance Committee.

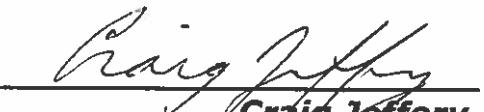
**NOW THEREFORE**, the Council of The Corporation of the Township of Seguin hereby enacts as follows:

1. **THAT** the Council of The Corporation of the Township of Seguin does hereby adopt the Township of Seguin Finance Committee Terms of Reference attached hereto as Schedule "A".
2. **THAT** By-law No. 2020-008 and all other By-laws and Resolutions, or parts thereof, contrary hereto or inconsistent herewith of The Corporation of the Township of Seguin be and the same are hereby repealed.
3. **THAT** this By-law shall come into full force and effect immediately upon passage thereof.

**BY-LAW READ a FIRST, SECOND and THIRD TIME, PASSED and ENACTED** this 1<sup>st</sup> day of November, 2021.



  
**Ann MacDiarmid,**  
**Mayor**

  
**Craig Jeffery,**  
**Clerk**

**By-law No. 2021-087**

**Schedule "A"**

**Township of Seguin Finance Committee  
Terms of Reference**

**PURPOSE:**

To provide financial and operational overview and support for the performance of the Township of Seguin.

**COMPOSITION:**

The Committee shall consist of up to seven (7) members of the community with some experience in the discipline of finance who shall be appointed by a resolution of Council. The Members shall elect a Chair amongst themselves.

**QUORUM AND VOTING:**

A majority of appointed Members constitutes a quorum. All appointed Members of the Committee shall have one vote.

**ELECTRONIC PARTICIPATION:**

Members may participate electronically in Committee meetings subject to current practices of Council.

**TERM:**

Members are appointed by Council for the term of Council. Members missing three consecutive meetings without notification may be removed from the Committee. The Committee Chair shall notify Council in writing of the aforementioned absence of any Members of the Committee, including a recommendation from the Committee in the form of a resolution, that the Committee recommends the Member's appointment be revoked.

**MEETING FREQUENCY:**

Yearly meeting schedule will be established by the Committee.

**DUTIES AND RESPONSIBILITIES:**

- a) Review and provide input on the Township's long-term financial goals and strategy.
- b) Review and provide input on the Township's financial management, including annual operating and capital budget, user fees and charges, investment, procurement, risk management, strategic plan implementation, and operational and service delivery.
- c) Carry out special projects of a financial nature at the request of Council. This could include operational and performance analysis.
- d) Review financial related policies over the course of the term of the Committee and make recommendations to Council ensuring policies remain current.
- e) Report to the Township of Seguin Council all activities by supplying minutes and resolutions of meetings or as determined by Council.

**REMUNERATION:**

Committee Members will receive honorariums as per Township Policy to a maximum of 12 meetings per year.

**AUTHORITY:**

The Committee is a Committee of the Corporation of The Township of Seguin and has the authority to function within the parameters of their Terms of Reference.