

LEASIDE MEMORIAL COMMUNITY GARDENS

PROCEDURE BY-LAW NO. 2

A By-Law to amend Procedure By-Law No. 1 to temporarily remove all references to Standing Committees

Adopted and Enacted February ●, 2023

WHEREAS Section 189 of the *City of Toronto Act, 2006*, as amended, provides that the City of Toronto and every local board of the City of Toronto shall pass a procedure by-law for governing the calling, place and proceedings of meetings;

AND WHEREAS the Board of Management for Leaside Memorial Community Gardens (the “**Board**”) passed a motion on February ●, 2023 (the “**Board Motion**”) in response to the current void in leadership roles for both the Operations and Community Relations Committee and Finance and Human Resources Committee (the “**Standing Committees**”);

AND WHEREAS as a result of that Board Motion the Board approved (i) the temporary assumption of all business and functions of the Standing Committees until the earlier of six (6) months or until the leadership void has been resolved to the satisfaction of Board members; and (ii) the business and affairs of the Standing Committees shall be brought forward and presented at monthly board meetings to be reviewed and approved (if required) by the Board as a whole;

AND WHEREAS the Board wishes to make temporary amendments to Procedure By-law No.1;

NOW THEREFORE the Board hereby enacts as follows:

1. Procedure By-law No. 1 is hereby amended to remove and delete all references to the Standing Committees including the business, affairs, mandates and composition of Board members associated with and serving on the Standing Committees under Article I (Background and Board Structure).
2. Procedure By-law No.1 is hereby amended to include the following paragraph under the Article II (Conduct of LMCG Business Meetings): “The business and affairs associated with general operations; community relations; financial matters; and human resources matters shall be brought forward at each Board meeting for all Board members to review, discuss and approve (as required).”

3. The position of Treasurer as an officer of the Board shall continue and shall be elected by the Board for a term of no greater than two (2) years. The responsibilities of the Treasurer listed in the Procedure By-law No. 1 are deleted in their entirety and replaced with the following: “The responsibilities of the Treasurer shall be primarily from a general overview perspective. The Treasurer shall be responsible for ensuring that the Director of Business and Finance maintains such books and records of LMCG that will provide an accurate accounting of all funds received and disbursed by the Board in accordance with generally accepted accounting principles. Additionally, the Treasurer shall, in consultation with the Director of Business and Finance, keep the Board up to date with its annual budget requirements and shall assist LMCG management with any financial and audit related questions from the City of Toronto.”
4. All other provisions of Procedure By-law No. 1, not inconsistent with the provisions of this by-law, shall continue to apply and be in full force and effect.