

# By-Law # 2024 - 01

## Administration Bylaw

101 (1) The Village of Tiverton is governed by a commission consisting of five (5) commissioners.

(2) Number of commissioners, less than five (5) but not less than three (3) shall be determined by the Village of Tiverton by by-law.

(3) The Village of Tiverton shall have a Clerk and a Treasurer

### **Term**

*102 A village commissioner holds office for a term of three years.*

### **Perpetual Succession and Seal**

*103 (1) A village has perpetual succession and shall have a common seal.*

*(2) The seal shall be kept by the clerk of the village.*

*(3) A deed or document to which a village is a party shall be authenticated by the seal of the village and the chair and the clerk shall, when duly authorized, sign the deed or document and affix the seal.*

### **Meetings**

*104 (1) The village commissioners shall, at their first meeting after an election, elect a chair and a vice-chair.*

*(2) The chair shall preside at all meetings of the village commission.*

*(3) The vice-chair shall act in the absence or inability of the chair or in the event of the office of chair being vacant.*

*(4) All meetings of the village commission are open to the public.*

*(5) Meetings of the village commission shall be held at the times and places specified in the bylaws.*

*(6) The vice-chair, when notified that the chair is absent or unable to fulfil the duties of chair, or that the office of chair is vacant, has all the power and authority, and shall perform all the duties of the chair.*

*(7) The annual meeting shall take place by July 1<sup>st</sup> of every year.*

*(8) The regular monthly meetings shall take place every second Thursday of the month excepting December where there will be no meeting.*

### **Notice of Meeting**

*104 (1) The clerk of the village commission shall give notice of the time and place of the annual meeting of the electors by causing notices to be posted, in not less than five conspicuous places in the village, at least fourteen days before the date of the meeting.*

### **REFERENCE**

*Where situations are not addressed by this By-Law, The Village of Tiverton will refer to the Muncipal Government Act of Nova Scotia.*

*This By-Law supersedes and appeals any previous By-Law on this matter.*

*First Reading November 14<sup>th</sup> 2024*

*Second Reading January 9<sup>th</sup> 2025*

*Approved by motion on January 9<sup>th</sup> 2025 regular meeting*

*Kendall Ossinger Clerk Kendall Ossinger*

