

THE CORPORATION OF THE CITY OF PORT COLBORNE

BY-LAW NO. 4876/101/06

**BEING A BY-LAW TO ESTABLISH A COMMITTEE KNOWN AS THE
“PORT COLBORNE WAINFLEET PHYSICIAN RECRUITMENT,
RETENTION AND MEDICAL EDUCATION COMMITTEE” AND TO
PROVIDE FOR THE APPOINTMENT OF MEMBERS THERETO**

WHEREAS it is desirable that a committee representing citizens and businesses be established to advise the Council of the Corporation of the City of Port Colborne on matters related to local physician recruitment, retention and medical education.

AND WHEREAS the Council of the Corporation of the City of Port Colborne deems it desirable to establish such a committee to assist in the co-ordination of physician recruitment, retention and medical education within the City of Port Colborne:

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF PORT COLBORNE ENACTS AS FOLLOWS:

1. That there is hereby established a Committee to be known as the “Port Colborne Wainfleet Physician Recruitment, Retention and Medical Education Committee” hereinafter called the “Physician Recruitment Committee”.
2. That the Physician Recruitment Committee shall operate in accordance with the policy of Council as established from time to time.
3. (A) That the Physician Recruitment Committee shall consist of the following voting members:
 - (a) The Mayors of Port Colborne and Wainfleet;
 - (b) Five members, eighteen years of age or older, residing, working or owning businesses in Port Colborne, as appointed by Council;
 - (c) One member, eighteen years of age or older, residing, working or owning businesses in the Township of Wainfleet;
 - (d) One member of Council of the Corporation of the City of Port Colborne, as appointed by Council;
 - (e) One member of Council of the Corporation of the Township of Wainfleet, as appointed by Council;
 - (f) Minimum of one member of the medical community, as appointed by Council.
- (B) That the Physician Recruitment Committee shall consist of the following non-voting, ex-officio members:

- (a) The Regional Councillor for the City of Port Colborne shall be an ex-officio member of the Physician Recruitment, Retention and Education Committee and shall have the right to vote in the absence of any duly appointed member of the committee;
 - (b) A representative of the Regional Municipality of Niagara Recruitment Department; and
 - (c) Any other staff liaison as designated, in writing, by the Chief Administrative Officer.
- (C) That when appointing members to the Physician Recruitment Committee as provided for in clause 3A(b) above, Council shall, as best possible, provide for balanced representation from the community:
- (D) That members of Council may be appointed to the Committee for the whole or any part of their term as members of Council.
- (E) That other Committee members, who shall not be members of Council or City Employees, shall be appointed for the term of the Council that appointed them.
- (F) That in the case of a vacancy for any cause other than the expiration of the term, the member appointed to fill the vacancy shall hold office for the balance of the term of the member whose place is vacant.
4. That subject to such limitations and restrictions as the Council may herein or hereafter, either by resolution or by-law impose, the Physician Recruitment Committee may:
- (A) Advise City Council and City Staff on:
 - (a) Physician recruitment, retention and medical education issues as they affect the City of Port Colborne;
 - (b) The promotion of physician recruitment within the City of Port Colborne.
 - (B) Promote physician recruitment in Port Colborne and Wainfleet.
 - (C) Raise the profile of physician recruitment, retention and medical education as it contributes to the positive economic and social development of the community.
 - (D) Examine and report on opportunities for physician recruitment in our

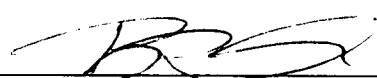
community.

- (E) Encourage and facilitate City physician recruitment events, and tours.
 - (F) Act as a central registry in Port Colborne for information on Physician Recruitment, events and initiatives.
5. That subject to such limitations and restrictions as the Council may herein or hereafter, either by resolution or by-law impose, the Physician Recruitment Committee shall:
- (A) Make regulations governing its proceedings, the calling of meetings, and the conduct of its members;
 - (B) Appoint from the voting members a Chair, Vice-Chair and Sub-Committee Chairs, as required;
 - (C) Provide reports to Council as requested; and
 - (D) Carry out such other duties relating to physician recruitment development and stewardship as may be assigned by Council.
6. That the Physician Recruitment Committee shall consult with and make recommendations to the council in respect to all matters that in any way involve or affect the Corporation of the City of Port Colborne.
7. That the Physician Recruitment Committee shall annually, before the 30th day of March in each year, submit to Council a report of the previous year's activities.
8. That all financial records and accounting practices of the Committee follow financial operating guidelines established by the City Treasurer/Manager of Accounting.
9. That all appointed members of the Physician Recruitment Committee shall serve without remuneration.
10. That a member shall cease to be a member of the Physician Recruitment Committee upon submission of a letter of resignation to the Chair, or if he/she absents himself/herself from three successive regular scheduled meetings of the Committee without being authorized to do so by a resolution of the Physician Recruitment Committee entered in its minutes.
11. That all meetings of the Physician Recruitment Committee and its sub-committees shall be open and no person shall be excluded therefrom except for improper conduct or except matters identified in section 239 (2) of the Municipal

Act, 2001, S.O. 2001, c. 25.

12. That the Physician Recruitment Committee shall meet as often as it deems necessary, but no less than six times per year.
13. That the minutes of all Physician Recruitment Committee discussions and recommendations shall be recorded and distributed to Committee members and to the City Clerks and Councils of both Port Colborne and Wainfleet for information and shall be open to inspection in accordance with the provisions of section 253 (1) of the Municipal Act, S.O. 2001, c. 25.
14. That the Chair, in his/her absence the Vice-Chair, shall, upon a written request from Council or a majority of Committee members, call a special meeting for the consideration of any business within the Committee's jurisdiction.
15. That a quorum of the Physician Recruitment Committee shall consist of a majority of sitting, voting members; vacant seats shall count as seats for the purpose of calculating a quorum. In the event there being a lack of ordinary quorum at the meeting, the Committee Chair shall determine that the ordinary quorum for the meeting be reduced to four members.
16. That the Physician Recruitment Committee is hereby authorized to appoint sub-committees in special and extraordinary circumstances as designated by the Committee and that all decisions by sub-committee(s) be ratified by the full Physician Recruitment Committee.
17. That the Mayor, or designate, serve as a non-voting, ex-officio member of all sub-committees.
18. That provisions contained in the By-law are subject to amendments by council as Council deems expedient.
19. That this By-law shall come into force and effect on the date of final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
24TH DAY OF JULY, 2006.**



Ron Bodner
MAYOR



Peter Senese
DEPUTY CITY CLERK