VILLAGE OF RICHMOUND
GREENHOUSE COMMITTEE #2-2026
Adopted by Council on November 10, 2026

GREENHOUSE COMMITTEE

Purpose
The Municipality establishes a Greenhouse Committee to oversee the operation, maintenance, and development of the municipal greenhouse. The Committee shall promote community involvement, environmental stewardship, educational opportunities, and the beautification of municipal properties through greenhouse activities.

Authority
The Greenhouse Committee is an advisory committee to the Municipal Council and shall operate under the direction and authority of Council. The Committee may make recommendations but shall not enter into contracts or make expenditures without Council approval.

Membership
The Greenhouse Committee shall consist of:

- Up to six (6) residents of the municipality, or the RM of Enterprise appointed by Council.

Council may appoint additional members as deemed appropriate.

Term of Appointment

- Committee members shall be appointed by Council.
- Members may resign by providing written notice to the Municipality.
- Council may remove a member for failure to attend meetings or for conduct inconsistent with the Committee's purpose.

Duties and Responsibilities
The Greenhouse Committee shall:

- Organize fundraisers.
- Apply for applicable grants.
- Advise Council on greenhouse operations and priorities.
- Develop annual planting and maintenance plans.
- Coordinate volunteer activities related to the greenhouse.
- Promote educational and community programming.
- Recommend budget requirements to Council.
- Support environmental sustainability and beautification initiatives.
- Ensure greenhouse activities are conducted in a safe and responsible manner.

Meetings

- The Committee shall meet as required, but not less than twice annually.
- A majority of appointed members shall constitute a quorum.
- Meeting minutes shall be recorded and provided to Council.

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Reporting
The Committee shall report its activities and recommendations to Council through meeting minutes, reports, or presentations as requested.

Financial Matters
- All expenditures must be approved through the Municipality's established purchasing and budgeting processes.
- The Committee shall not incur expenses or financial obligations on behalf of the Municipality without prior Council authorization.

Code of Conduct
Committee members shall:
- Act in the best interests of the Municipality.
- Treat fellow members, staff, volunteers, and the public with respect.
- Declare any conflicts of interest in accordance with applicable municipal policies and legislation.

Review
This policy shall be reviewed by Council as required and may be amended by Council resolution.