

By-Law #1584 Parks and Recreation Advisory Committee

A By-Law of the Town of Cardston, in the Province of Alberta for the purpose of authorizing the establishment of a Parks & Recreation Advisory Committee for the Town.

NOW THEREFORE, pursuant to the Municipal Government Act , Revised Statutes of Alberta 2000, Chapter M-26 there is hereby established a Parks & Recreation Advisory Committee to be known as the Cardston Parks and Recreation Advisory Committee to advise and pursue matters pertaining to the parks and green spaces as well as programming concerning recreation for the Town of Cardston and participating area municipalities.

1. The Committee's jurisdiction will encompass:
 - a. The Town of Cardston
 - b. The Town may, when found beneficial, enter into agreements with other jurisdictions.
2. The Committee shall consist of 5 members, who shall be appointed by resolution of Council and consist of the following:
 - a. One member of the Council of the Town of Cardston.
 - b. Four members at large, of whom one should reside in Cardston County and the remaining three should reside in the Town of Cardston
 - c. All members shall remain in office until their respective successors are appointed.
 - d. The maximum term of office for any member, excepting members of the Committee from Councils, shall be two consecutive terms, at which time the member must retire for a period of at least one year. A term is defined as 2 years.
 - e. In the event of a vacancy occurring, the person appointed to fill such a vacancy shall hold office for the remainder of the term concerned in the vacancy which has arisen.
 - f. Any member of the Committee who is absent from the three consecutive meetings of the Committee shall (unless such absence be cause through illness or be authorized by resolution of the Committee entered upon its minutes) forfeit his office and another member shall be appointed by Council for the remainder of the term of office.
 - g. Council may, with reason, request the resignation of any member of the Committee at any time prior to the expiry date of the members term of office, and any member of the Committee may resign therefrom any time upon sending a written notice to that effect to the Secretary of the Committee.
3.
 - a. The Chairman of the said Committee shall be chosen at the annual organization meeting being held each December; A Vice Chairman and a Secretary shall also be chosen at that time. In the event of resignation of the Chairman prior to December, the Vice Chairman shall assume that role until the next annual organization meeting.
 - b. Regular meetings of the Committee shall be held at least quarterly or as decided by the Committee, with the time and place of such regular meetings to be determined by the Committee at its first meeting, which may be changed by the Committee from time to time as said Committee may deem advisable.

c. Special meetings may be called on twenty-four hours notice by the Chairman or at the request of any three members of the Committee.

d. A minute book shall be kept and minutes of all regular and special meetings shall be recorded therein by the Secretary of the Committee.

e. A quorum of said Committee shall be a majority of members of the Committee.

f. The Chairman shall have a vote on any question and in the event of a tie, the motion will be lost.

4. a. The Committee may appoint sub-committees to deal with any special phase of matters coming within the scope and jurisdiction of the Committee as herein set forth.

b. The purpose of the Committee shall be generally to plan, develop, implement, evaluate, and advise as to matters pertaining to parks, green spaces, beautification, recreation programming, facilities, events, and any other matter pertaining to the Parks and Recreation department whereby the Foreman is requesting input on said matter. The level of support provided shall be determined by the Committee and Town Council as deemed to be in the general interest of the Town and its residents.

c. The Committee shall exist to advise and make recommendation to the Parks and Recreation Foreman and/ or Town Council. This Committee does not have the powers requisite to pass bylaws or to bind the Town or its employees.

d. The Committee shall, in co-operation with other agencies, be concerned with the promotion and development of those programs pertaining to Parks and Recreation.

e. In the interest of a well-balanced, co-ordinated Parks & Recreation program, the Committee shall co-operate with and encourage all organizations: public, private, civic, social, and religious, within its jurisdiction, which are supporting, promoting, and working for Parks & Recreation in the broadest application.

f. The Committee shall hear and consider representation by an individual, organization, or delegation of citizens with respect to Parks & Recreation or community activities, and when empowered by this by-law or the policy manual, act on such recommendation arising there from as the Committee shall deem to be in the general interests of all citizens. If the specific item is outside of the specified powers of the Committee, the item must be referred to Council with accompany advising recommendations from the Committee.

h. Any budgetary requirements by the committee for programming or capital expenses, shall be included in the annual budget prepared and submitted by the Parks and Recreation Foreman.

i. The Committee shall make complete annual reports to the Town Council and other reports from time to time as requested.

j. The Committee shall send all correspondence or memos under the signature of the Parks and Recreation Foreman.

k. Neither the said Committee nor any member thereof shall have the power to pledge the credit of the Town in connection with any matters whatsoever, nor shall the said Committee nor any member

thereof have any power to authorize any expenditure which is not a previously budgeted item to be charged against the Town of Cardston.

5. a. No Director of the Parks and Recreation Committee or any officer employed by the Town of Cardston or any appointed member of a Committee who works in any department under the scope of this by-law shall conduct himself or herself in an unchristian-like manner, by the use of obscene or improper language, or other conduct injurious to the moral tone and well-being of the services provided under this by-law.

b. All participants or observers in programs sponsored by the Parks and Recreation Committee shall conduct themselves in a professional manner.

c. The Director or staff of a Town-operated program or services may refuse the right of entry into the building or upon the grounds to any person because of improper conduct, or unfit to be there.

Received First Reading this 21st day of July 2009

Received Second Reading this 18th day of August 2009

Received Third and Final Reading this 18th day of August 2009



Mayor



Chief Administrative Officer