

**CITY OF LACOMBE
BYLAW 46**

Consolidation to November 9, 2015

A By-law of the City of Lacombe, in the Province of Alberta, to establish the Lacombe and District Recreation, Parks and Culture Board.

WHEREAS it is deemed expedient to establish the Lacombe and District Recreation, Parks and Culture Board. (03/23/87)

"NOW THEREFORE, pursuant to Section 5 of the Recreation Development Act, R.S.A. 1980, there is hereby established a Board to be known as the Lacombe and District Recreation, Parks and Culture Board to implement and enhance the quality of life through recreation, parks and cultural services for the Lacombe area. (11/13/84) (03/27/87)

1. DEFINITIONS

- (a) "Council" shall mean the Municipal Council of the City of Lacombe.
- (b) "The Board" shall mean the Lacombe and District Recreation, Parks and Culture Board. (03/27/87)
- (c) "Chief Administrative Officer" shall mean the Chief Administrative Officer of the City of Lacombe and anyone authorized by the Chief Administrative Officer to act on his behalf. (04/14/08)
- (d) Repealed (03/29/89) (04/14/08)

2. BOARD MAKEUP

- (a) The Board shall consist of nine (9) members, (11/13/84) (03/27/87) (03/29/89) (12/11/89) (09/09/02) (46.8 01/23/12)
 - i. six (6) of whom shall be public members, (09/09/02). Applications endorsed by the Recreation Board and approved by the Mayor shall be recommended to Council for approval and appointed by Council resolution for terms of up to three years. (46.9, 11/09/15)
 - ii. One of whom shall be a (1) high school student member, appointed by Council for a renewable one (1) year term from September 1 to August 31, and (09/09/02) The student representative may serve for a maximum of three (3) consecutive one (1) year terms. (03/29/89) (46.9, 11/09/15)
 - iii. One (1) of whom shall be a member from City Council and One (1) of whom shall be a member from Lacombe County Council (09/09/02) (46.8 01/23/12)
- (a.1) Public members may serve on the Board for a maximum of two consecutive three-year terms, unless at least two thirds of the whole Council passes a resolution stating that a Public Member may be reappointed for more than two consecutive terms. (09/09/02)
- (b) Council may, through By-law amendment, increase the number of members and their successors on the Board. Such additional members and their successors shall be appointed and shall hold office for periods so arranged that the term of office of approximately one third of the Board members terms shall expire each year after the December Board meeting. New appointments to the Board shall be made prior to January 1st of each year. (03/27/87) (46.9, 11/09/15)
- (c) The members of the Board shall consist, whenever possible and practical, of:
 - (i) One member from the City of Lacombe Council and One (1) member from Lacombe County Council. (09/09/02) (46.8 01/23/12)
 - (ii) Four (4) representatives shall be appointed to represent the City of Lacombe, two (2) representatives shall be appointed to represent the rural area of the Regional Recreation District and one (1) high school student representative from the City or District to represent the youth of the community. (03/27/87) (03/29/89)

(iii) Repealed (11/13/84) (03/27/87)

(d) In the event of a vacancy occurring, the person appointed by resolution of Council, to fill such vacancy shall hold such office for the remaining term of his or her predecessor.

3. MEMBERS ROLE

(a) Each member of the Board is responsible for representing the broad recreation, parks and cultural interests of the community, as well as contributing to responsible and prudent direction regarding these interests to the elected officials of the municipality. (03/27/87)

(b) The term of office of a member of the Board who is absent for three consecutive meetings shall be automatically terminated. Members may only be excused by a resolution of the Board with written request from the member. (46.9, 11/09/15)

(c) Any member of the Board may resign therefrom any time upon sending written notice to the Community Services Assistant. (46.8 01/23/12)

(d) The Chair of the said Board, whenever possible, shall be chosen at the first meeting of each year. The Vice-Chair of the Board shall also be chosen at this time. (04/14/08)

4. RECORDING SECRETARY

(a) The position of Recording Secretary shall be occupied by the Community Services Assistant. (46.8 01/23/12)

5. MEETINGS

(a) Regular meetings of the Board shall be held generally every other month, and at least once every three months, with the time and date to be determined by the Board at its first meeting. The date and time of these regular meetings can be altered by the Board when necessary. (04/14/08) (46.9, 11/09/15)

(b) Sub-committee meetings of the Board may be established when necessary.

(c) The Board may appoint existing members and interested citizens to sit on sub-committees of the Board to deal with any special phase of matters coming within the scope and jurisdiction of the Board. (46.9, 11/09/15)

(d) Special meetings of the Board or sub-committees may be called on a twenty-four hour notice by the Chair of the Board or sub-committee or at the request of any three members of the Board.

(e) A minute book shall be kept and minutes of all regular and special meetings shall be recorded therein by the Recording Secretary. Copies of all minutes shall be filed with the Chief Administrative Officer.

(f) A quorum of the Board shall be a majority of the members of the Board.

(g) The Chair shall have a vote on any question and in event of a tie, the motion shall be declared defeated.

6. ROLE OF THE BOARD

(a) The Board shall be concerned with the development of a broad range of recreational and cultural services, facilities, programs, parks, and green space in the community. The Board will be responsible for monitoring the opportunities for people of all ages ensuring that leisure activities are provided in a wholesome and satisfying manner.

(b) The Board shall be responsible for providing responsible and realistic advice to Council on all decisions relating to recreation and culture in the community.

(c) Individual groups and organizations which provide recreation and culture services shall be accommodated, whenever possible, by the Board with resources to assist in the delivery of the said services to the benefit of the community as a whole.

(d) In the interest of well balanced and coordinated delivery of recreation and culture programs, as well as services, parks and facilities, the Board shall cooperate with and

support all organizations (public, private, civic, social, and religious) within its jurisdiction which encourage, promote, and work for recreation, parks and culture in its broadest application. (03/27/87)

- (e) The Board shall hear and consider representations by any individual, organization, or delegation of citizens with respect to recreation and culture and act on such recommendations arising therefrom as the Board shall deem to be in the general interest of all citizens.
- (f) The Board shall have the power to make policies and regulations as it deems necessary and enforce these policies and regulations when needed, provided that such rules and regulations are consistent with the authority herein conferred. All such policies, rules and regulations shall be subject to the approval of Council.
- (g) The Recreation Board shall be consulted on all matters affecting the development, maintenance and use of public recreation facilities and parks. (03/27/87)
- (h) The Recreation Board shall be consulted whenever it is proposed to lease or sell or to otherwise dispose of any City and district land that is held for park purposes or for other public recreation purposes, and whenever it is proposed to purchase or otherwise acquire land for public recreation purposes.
- (i) The Recreation Board shall be concerned with all matters pertaining to equipping, marking with adequate signs and public playgrounds, athletic fields, and other recreation facilities owned or controlled by the City or on other properties with the written consent of the owners.

7. GENERAL

- (a) Annually the Director shall submit, to the Chief Administrative Officer, a budget of estimated expenditures and revenues for the following year with respect to all matters over which, under the terms of this By-law, the Board has jurisdiction.
- (b) The Director shall make monthly Significant Event Reports to Council and other reports from time to time as required
- (c) Neither the said Board nor any member thereof shall have the power to pledge the credit of the City in connection with any matters whatsoever, nor shall the said Board nor any member thereof have any power to authorize any expenditure to be charged against the City of Lacombe. (46.9, 11/09/15)

8. Schedule "A" shall form part of this Bylaw

READ a first time this 25th day of June, 1984.

READ a second time this 9th day of July, 1984.

READ a third time and passed this 9th day of July, 1984.

_____ (Original Signed) _____
Mayor

_____ (Original Signed) _____
Town Manager

Schedule A

For Applicants

Purpose:

Meets every other month and is composed of 9 members including 1 City Councillor. The purpose of the Board as outlined in City of Lacombe Bylaw #46 is:

- to increase the public profile of the Recreation Board in the community;
- to improve relationships and communication with user groups and service clubs and
- to identify the type and need of cultural programming desired by residents.

Role of Councillor:

All members of the Board are active voting members. The Councillor is also expected to act as liaison between the Board and Council and to represent the interest of the City on the Board. (46.9, 11/09/15)

UNCERTIFIED COPY - Consolidation