

THE CORPORATION OF THE DISTRICT OF BURNABY

BY-LAW NO. 5625 C

A BY-LAW to establish a Parks and Recreation Commission.

The Council of The Corporation of the District of Burnaby ENACTS as follows:

1. This By-law may be cited as "BURNABY PARKS AND RECREATION COMMISSION BY-LAW 1969".
2. The Council does hereby establish a Parks and Recreation Commission of seven members, five appointed from the citizenry at large and two from the Municipal Council.
3. The Council shall, at its first meeting in January of each year, appoint members for terms of two years to fill vacancies created by members of the Commission whose appointments have expired. The Council shall, at the same meeting, appoint two of its own members to the Commission for a one year term. Members of the Commission whose appointments are about to expire shall cease to be members of the Commission immediately prior to the first meeting of Council in January of each year. Any member of Council appointed as a member of the Commission shall continue as a member of the Commission only so long as he shall be a member of the Council.
4. (1) Each member of the Commission shall be an elector on the list of electors for that year in which he is appointed and for the immediately preceding year.
(2) Whenever a member of the Commission ceases to be an elector he shall forthwith cease to be a member of the Commission.
5. Any member who is absent from meetings of the Commission for two consecutive months without leave of absence from the Commission or without reason satisfactory to the Commission shall forthwith cease to be a member of the Commission.

6. The Council, upon a vacancy arising from any cause other than the expiration of a member's term of office, shall forthwith appoint a new member who shall serve for the unexpired portion of the term vacated.

7. A member of the Commission may not serve for more than three consecutive two-year terms. Provided, however, that after at least one year out of office he may be re-appointed.

8. (1) The Commission shall at its first meeting in January of each year appoint one of its members, who shall not be a member of Council, as Chairman. The Chairman shall preside at the meetings of the Commission, when present, and in his absence an Acting Chairman may be appointed. The Commission shall at the same meeting appoint a Secretary.

(2) A Chairman may serve as such for a maximum of two consecutive years.

9. (1) The Commission shall hold regular meetings twice in each month, except in July and August, at such time and place within the Municipality as it may appoint.

(2) In July and August the Commission shall meet at the call of the Chairman.

(3) At all meetings of the Commission, four members shall constitute a quorum.

10. (1) The Chairman or any two members may summon a special meeting of the Commission by giving at least two days' notice in writing to each member, stating the purpose for which the meeting is called.

(2) In cases of emergency, the Chairman, at his discretion, may waive the notice in writing.

11. (1) The Chairman shall appoint such Committees as may be deemed necessary by the Commission.

(2) A majority of any Committee shall constitute a quorum.

(3) Section 12 shall apply to meetings of any Committee appointed pursuant to this section.

12. All members of the Commission, including the presiding member, may vote on questions before it, and in all cases where the votes of the members present are equal for and against the question, the question shall be negatived. Any member who abstains from voting shall be deemed to have voted in the affirmative.

13. The Chairman shall preserve order and decide all points of order which may arise, subject to an appeal to the other members present. All such appeals shall be decided without debate and the Chairman, or other presiding member appealed from, shall not vote thereon.

14. All questions before the Commission shall be decided by a majority vote.

15. Except as otherwise provided in this by-law, the Commission shall by resolution establish rules of procedure governing the conduct of its meetings.

16. No act or other proceeding of the Commission shall be valid unless it is authorized by resolution at a regular or special meeting of the Commission.

17. The minutes of the proceedings of all meetings of the Commission shall be legibly recorded. The minutes shall be certified as correct by the Secretary.

18. The Council does hereby delegate to the Commission, the powers of Council as set out in Schedule "A" as hereunto annexed.

19. The powers delegated to the Commission shall not extend to or include any powers of the Council which are exercised by By-law only.

20. The Municipal Manager of The Corporation of the District of Burnaby shall exercise with respect to the Commission all of the duties and powers set forth in Section 186 of the Municipal Act.

21. The Commission shall before the 30th day of November in each year cause to be prepared and submitted to the Council a detailed estimate of its receipts from every source and of its

expenditures of every kind during the next year. The said estimate shall be considered by the Council and adopted in whole or in part.

22. Save by resolution of the Council, the Commission shall not authorize any expenditures except those provided for in the annual budget as adopted by the Council.

23. By-Laws No. 3926, 4001, 4323, 4708 and 4709 are repealed.

Read a first time this 1st day of December, 1969.

Read a second time this 1st day of December, 1969.

Read a third time this 12th day of January, 1970.

Reconsidered and adopted this 19th day of January, 1970.



Robert W. Rutledge
MAYOR

J. Shaw
CLERK

SCHEDULE "A"

1. The Council does hereby delegate to the Commission all of the administrative powers of the Council relating to parks and parks property.
2. Such administrative authority shall include authority to authorize expenditures, authority to select consultants and contractors, and authority to incur liabilities, for the purposes of carrying out its duties as set forth in this By-law, within the amounts included therefor in the annual budget of the Municipality.
3. The Commission shall have the custody, care and management of all parks and parks property and shall have power to develop, maintain and operate the same.
4. The Commission shall enforce all By-laws of the Council respecting such parks and parks property.
5. The Council does hereby authorize and empower the Commission:
 - (a) to organize and conduct a recreation programme in accordance with rules or regulations prescribed by the Council of Public Instruction;
 - (b) to conduct part or parts of the recreation programme outside the Municipality, but within that specified area shown on the map hereunto annexed, designated for the purpose of this By-law as the Lower Mainland Region.
6. All requests for grants and financial assistance to athletic and recreational bodies shall be directed to the Parks and Recreation Commission. It shall examine all such requests and recommend appropriate action to the Council.