

THE CORPORATION OF THE DISTRICT OF BURNABY

BYLAW NO. 5625

**A BYLAW to establish a Parks and Recreation
Commission.**

**CONSOLIDATED FOR CONVENIENCE WITH BYLAWS
NOS. 6517, 7320, 8669, 8940, 10025, 11029, 11178 and
11497**

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

1. This BYLAW may be cited as "**BURNABY PARKS, RECREATION AND CULTURE COMMISSION BYLAW 1969.**" (Bylaw 11178)
2. The Council does hereby establish a Parks, Recreation and Culture Commission of nine members, seven appointed from the citizenry at large and two from the Municipal Council. (Bylaw 11178)
3.
 - (1) The Council, at its inaugural meeting each year, shall appoint members for a term of three years to fill vacancies created by members of the Commission whose appointments have expired, and shall appoint two Council members to the Commission for a one-year term. (Bylaw 10025)
 - (2) A member of the Commission whose terms is about to expire shall cease to be a member when Council appoints a new member to take his or her place on the Commission. (Bylaw 11029)
 - (3) A member of Council who is appointed to the Commission shall cease to be a member of the Commission when he or she ceases to be a member of Council.*
4.
 - (1) Each member of the Commission shall be a resident of the City of Burnaby. (Bylaw 11178)
 - (2) Whenever a member of the Commission ceases to be a resident of the City of Burnaby he shall forthwith cease to be a member of the Commission. (Bylaw 11178)

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. No person shall be appointed to the Parks and Recreation Commission for more than two consecutive three year terms, but after one year out of office a person is eligible for re appointment. (Bylaw 10025)
8.
 - (1) The Commission shall at its first meeting following the appointment or reappointment by Council of Commission members pursuant to this Bylaw appoint one of its members, as Chair and shall at the same meeting appoint a Secretary. The Chair shall preside at the meetings of the Commission, when present, and in his absence an Acting Chair may be appointed. (Bylaw 11497)
 - (2) Repealed (Bylaw 11497)
9.
 - (1) The Commission shall hold regular meetings once in each month, except that where a Community Commission meeting is held, a second regular meeting shall be held in the same month. (Bylaw 11178)
 - (2) Every meeting of the Commission shall be held within the City of Burnaby at such time and place as the Commission may determine. (Bylaw 11178)
 - (3) At all meetings of the Commission, five members shall constitute a quorum.
10. Repealed. (Bylaw 11178)
11.
 - (1) The Chair shall appoint such Committees as may be deemed necessary by the Commission. (Bylaw 11497)
 - (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 negated. Any member who abstains from voting shall be deemed to have voted in the affirmative.

13. The Chair 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 Chair, or other presiding member appealed from, shall not vote thereon. (Bylaw 11497)
14. All questions before the Commission shall be decided by a majority vote.
15. Except as otherwise provided in this bylaw, 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
 - (a) legibly recorded.
 - (b) signed by the chair or member presiding at the meeting, and
 - (c) open for public inspection as provided for in the *Local Government Act*.
(Bylaw 11178)
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 BYLAW only.
20. Repealed. (Bylaw 11178)
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. BYLAW 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.

(SIGNED) "ROBERT W. PRITTIE"
MAYOR

(SIGNED) "J.H. SHAW"
CLERK

"SEAL"

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 BYLAW, 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 BYLAWs 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 recreation programmes within the Province of British Columbia.
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. (BYLAW 6517)