



CITY OF MOOSE JAW

Office
Consolidation

Parks and Recreation Advisory Committee Bylaw

Bylaw No. 5374

Date of Passage June 13, 2011
(effective date September 1, 2011)

Including Amendments to December 9, 2019

Disclaimer:

This information has been provided solely for research convenience. Official bylaws are available at the Office of the City Clerk and must be consulted for purposes of interpretation and application of the law.

This Bylaw has been consolidated under the authority of the City Clerk. It represents proof, in absence of evidence to the contrary of:

- (a) the original bylaw and of all bylaws amending it; and
- (b) the fact of passage of the original and all amending bylaws.

AMENDMENTS

DATE PASSED

FORCE/EFFECT

Bylaw No. 5606

December 9, 2019

January 1, 2020

BYLAW NO. 5374
PARKS AND RECREATION
ADVISORY COMMITTEE BYLAW

=====

THE MUNICIPAL COUNCIL OF THE CITY OF MOOSE JAW ENACTS AS FOLLOWS:

Definitions

1 In this Bylaw:

(a) “**Code of Ethics Bylaw**” means Bylaw No. 4381, A Bylaw of the City of Moose Jaw to Adopt a Code of Ethics for Officials and Employees and Persons Appointed to Boards, Committees and Commissions of the City of Moose Jaw.

(b) “**Committee**” means the Parks, Recreation and Facilities Advisory Committee.

(Bylaw No. 5606)

(c) “**Department**” means the City’s Parks and Recreation Department.

(d) “**Procedure Bylaw**” means Bylaw 5176, A Bylaw of the City of Moose Jaw Governing the Proceedings of City Council and any Committees Established by City Council for the Administration of the Business of City Council.

Establishment of Committee

2 Pursuant to section 55 of *The Cities Act*, City Council continues the Parks and Recreation Advisory Committee.

Duties/Functions

3 Acting in an advisory role for the City, the Committee shall:

(a) advise and make recommendations on policy matters as to how best the duties and objectives of the Department may be performed;

(b) recommend policies, rules and regulations concerning the use of lands set aside for parks, cemeteries or recreation purposes;

(c) encourage individuals and groups to offer constructive criticism of the City's parks and recreation policies and to discuss with those individuals and groups ways and means of improving parks and recreation services;

(d) stimulate and promote the interest of the public in civic beautification;

(e) act as a liaison body between civic government and all horticultural and recreational bodies in the City;

(f) recommend measures to ensure that the physical development of parks and recreation lands and facilities meets the overall recreational needs of the public;

(g) in conjunction with the community public engagement, study the need for, and make recommendations as to the size and location of, additional parks and recreations areas;

(Bylaw No. 5606)

(h) co-operate with the School Boards in planning joint development policies to encourage more advantageous and economic use of school, park and recreation facilities by the public;

(i) consider and make recommendations in connection with charges to be made for the use of parks, recreation, cemetery, campground and other lands and facilities under the control of the Department;

(j) set up an advisory group or groups to assist or advise the Committee in its activities; and

(k) advise and make recommendations with respect to any other parks and recreation related matter that is referred to the Committee.

(2) In exercising its functions, the Committee shall faithfully observe the terms and conditions of any trust which may attach to any of the parks, playgrounds, recreational centers or other facilities administered by the Department, or any trust

which may attach to any equipment donated to the City by any person or organization.

Member Eligibility and Appointment

4(1) The Committee shall consist of the following members:

(a) one member of City Council;

(b) nine persons residing in Moose Jaw.

i. one must be a citizen representative of the senior citizen community (55+ years old).

ii. one must be a citizen representative of the youth community (16 – 23 years old).

(Bylaw No. 5606)

(2) In making appointments pursuant to clause (1)(b), City Council shall consider residents who demonstrate a keen interest and leadership in parks, recreation, leisure and cultural activities but who do not necessarily represent any specific organization.

(3) The Mayor shall be an *ex officio*, non-voting member of the Committee.

(4) Except for the Mayor, all Committee members shall be appointed by, and serve at the pleasure of, City Council.

(5) For 2020 only, the appointments of one-half of the Committee members shall be for one-year terms beginning January 1, 2020 and expiring December 31, 2020, and the appointments of the other half of the Committee members shall be for two-year terms beginning January 1, 2020 and expiring December 31, 2021.

(Bylaw No. 5606)

(6) Following the initial appointments to the Committee under subsection (5), Committee member appointments shall be for two year terms.

- (7) A Committee member's appointment will automatically terminate when:
- (a) in the case of a member of City Council, the member ceases to be a member of City Council;
 - (b) a member appointed pursuant to clause 4(1)(b) ceases to be a resident of the City;
- or
- (c) the member's seat becomes vacant through resignation or death.

(8) On the recommendation by the Committee, City Council may terminate a Committee member's appointment:

- (a) if the member fails to attend three consecutive Committee meetings without, in the Committee's opinion, a reasonable excuse.
- (b) when there is permanent incapacity of a member; or
- (c) for cause.

(9) Where a Committee member's appointment expires or is terminated under this section, City Council may appoint another person to fill the vacancy for the remainder of the term of the member being replaced.

(10) In the event that City Council is unable to appoint a new member to the Committee before a member's appointment expires through the passage of time, the member's appointment is automatically extended until a new member is appointed.

Chair

5(1) At the Committee's first meeting after January 1 of each year, the Committee members will elect one of its members to be the Chair of the Committee and elect another member to be the Committee's Vice-Chair.

(Bylaw No. 5606)

(2) The Chair shall preside over all Committee meetings at which the Chair is present, and the Vice Chair will preside over the Committee Meetings or portions thereof when the Chair is not present.

(3) When neither the Chair nor the Vice-Chair is present at a Committee meeting or portion thereof, the Committee members who are present may elect a member to preside over that meeting or portion thereof.

Meetings and Procedure

6(1) The Committee shall hold its meetings at the time and place determined by the Committee, except for the months July and August.

(Bylaw No. 5606)

(2) Meetings in addition to those under subsection (1) shall be at the time and place determined by the Chair.

7(1) The Committee will conduct its proceedings in accordance with the Procedure Bylaw.

(2) Notwithstanding subsection (1), the Committee may adopt general rules of procedure as long as they are not in conflict with the rules of procedure in the Procedure Bylaw.

Conflict of Interest

8 The Committee members will conduct themselves in accordance with the Code of Ethics Bylaw.

Bylaw Repealed

9 Bylaw No. 4501 is repealed.

Coming into Force

10 This Bylaw comes into force on September 1, 2011.

READ A FIRST TIME JUNE 13, 2011

READ A SECOND TIME JUNE 13, 2011

READ A THIRD TIME AND PASSED ON JUNE 13, 2011

(SGD) "Glenn Hagel"
MAYOR

(SGD) "Myron Gulka-Tiechko"
CITY CLERK

(SEAL)