



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW NO. 3264

A Bylaw to establish the Kerry Park Recreation Centre Commission

WHEREAS pursuant to the provisions of the Local Government Act, the Cowichan Valley Regional District Board of Directors may establish a Recreation Commission;

AND WHEREAS it is considered desirable to establish a Recreation Commission within Electoral Area A – Mill Bay/Malahat; Electoral Area B – Shawnigan Lake; Electoral Area C – Cobble Hill; and Electoral Area D – Cowichan Bay to oversee the development and administration of recreation services at the Kerry Park Recreation Centre;

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as “**CVRD Bylaw No. 3264 – Kerry Park Recreation Centre Commission Establishment Bylaw, 2009**”.

2. DEFINITIONS

In this bylaw:

“**Commission**” means the Kerry Park Recreation Centre Commission as established by this bylaw;

“**Regional Board**” means the Board of Directors of the Cowichan Valley Regional District.

3. COMMISSION

The Kerry Park Recreation Centre Commission is hereby established and shall report to and be account able to the Regional Board.

4. MEMBERSHIP

The Commission shall consist of eight members as follows:

- (a) The Electoral Area Directors from Electoral Area A – Mill Bay/Malahat; Electoral Area B – Shawnigan Lake; Electoral Area C – Cobble Hill; and Electoral Area D – Cowichan Bay. In the absence of any of the foregoing Directors, their duly appointed Alternate shall be deemed to be a member of the Commission for said period of absence.

- (b) The Regional Board shall appoint an additional four members who shall be resident within Electoral Areas A – Mill Bay/Malahat, B – Shawnigan Lake, C – Cobble Hill, or D – Cowichan Bay. Duly Appointed Alternate Area Directors are eligible to be appointed under this clause if so desired.
- (c) Members appointed under 4(b) should have strengths in terms of experience, skills, education or a strong interest in a specific aspect of recreation and culture services or recreation facilities.
- (d) The South Cowichan Recreation Manager shall serve the Commission as technical and management advisor and shall have input into the development and administration of recreation services.

5. **TERM OF OFFICE**

- (a) The term of office for members appointed under 4 (b) shall be up to 3 years. All appointments shall expire on December 31 in the year of a General Local Election.
- (b) In the event of vacancy of office, the Commission shall advertise for Nominations for Commission appointment (except if the vacancy occurs after June 30 in the year of a General Local Election whereby the vacancy will not be filled).
- (c) Any member who is absent from three consecutive meetings without leave of absence from the Commission or without reason satisfactory to the Commission shall forthwith cease to be a member.

6. **PROCEDURE**

- (a) At the first meeting of each year, the Commission shall elect from amongst its own members, a Chair and a Vice Chair, who shall hold office until a successor is elected.
- (b) In the absence of the Chair and Vice Chair, the Commission shall elect from the members present, a temporary Chair for the purpose of that meeting alone.
- (c) A quorum is four members of the Commission.
- (d) All recommendations of the Commission shall be made by a majority of the members present at the meeting, with each member having one vote.
- (e) Where not otherwise covered in the Bylaw, the rules of procedure governing Commission meetings shall be those of the current Committee and Commissions Procedural Bylaw of the Cowichan Valley Regional District.
- (f) Minutes shall be kept for all meetings of the Commission and a copy of such minutes shall be forwarded to the Corporate Secretary of the Cowichan Valley Regional District as soon as possible after each meeting.

7. POWERS AND RESPONSIBILITIES

- (a) The Commission shall oversee the delivery of recreation services at the Kerry Park Recreation Centre through the establishment of policies necessary for the provision of those services.
- (b) The Commission shall be responsible for providing direction, through policy, on the provision of recreation services at the Kerry Park Recreation Centre.
- (c) The Commission shall:
- (i) recommend contracts, agreements and leases for approval by the Regional Board;
 - (ii) recommend budgets for approval by the Regional Board;
 - (iii) recommend policies necessary for the provision of recreation and culture services and programming;
 - (iv) approve standards for the provision of services;
 - (v) resolve disputes between user groups;
 - (vi) establish policies for rates, fees and charges for recreation services and programs;
 - (vii) review operational policies;
 - (viii) approve terms of reference for studies and surveys;
- (d) The Commission shall not make any disbursements unless authorized by the Regional Board, or enter in to any undertaking, obligation or liability, which would cause the annual budget as approved by the Regional Board to be exceeded.

8. REMUNERATION

All members of the Commission shall serve without remuneration, except for such "out of pocket" expenditures as may have received prior authorization by the Regional Board.

9. REPEAL


CVRD Bylaw No. 176 – Kerry Park Recreation Centre Commission Bylaw, 1975, and amendments thereto, are hereby repealed.

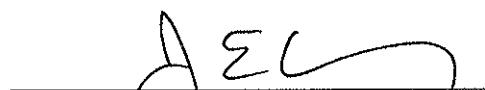
READ A FIRST TIME this 8th day of April , 2009.

READ A SECOND TIME this 8th day of April , 2009.

READ A THIRD TIME this 8th day of April , 2009.

ADOPTED this 8th day of April , 2009.


Vice Chair


Corporate Secretary