

By-Law No. 22
RECREATION COMMITTEE

- 1.(a) "Committee" means the Recreation Committee established under Section 2.
- 1.(b) "Council" means the Council of the Municipality of Clare.
- 1.(c) "Clerk" means the Clerk of the Municipality of Clare.

2. There is hereby established a committee to be known as the Clare Culture, Fitness and Recreation Committee and also known as *le Comité de Culture, Conditionnement Physique et les Loisirs de Clare* which shall advise the council on matters of recreation and be responsible for any recreation program approved by the Council.

3. The committee shall be composed of six (6) members, serving without pay, who shall be appointed by the Council as follows:
 - 3.(a) Two (2) members of Council
 - 3.(b) A member of the *Conseil Scolaire Clare-Argyle* School Board who resides in the Municipality of the District of Clare.
 - 3.(c) Three (3) members who are residents of the Municipality.

- 4.(1) The members who are appointed under clauses (a) and (b) of Section 3 shall be annual appointments and shall hold office until December 31 each year or until their successors are appointed or until they cease to be a member of Council or School Board respectively.
- 4.(2) The first three (3) members who are appointed under clause (c) of Section 3 shall have staggered terms of office of one (1), two (2) and three (3) years respectively retiring at the end of a calendar year. Thereafter appointments shall be for a three (3) year term to expire at the end of a calendar year or when their successors are appointed.
- 4.(3) A member appointed under clause (a) or (b) of Section 3 who ceases to be a member of the Council or the School Board respectively shall cease to be a member of the Committee.
- 4.(4) A member appointed under clause (c) of Section 3 who ceases to be a resident of the Municipality shall cease to be a member of the Committee.

5. The Council shall within two months fill a vacancy on the Committee and the person appointed shall serve the remainder of the term of office of the person he replaced.

6. The Committee shall be responsible to the Council and shall report to it at its regular meetings through the member of Council on the Committee.

- 7.(1) Regular meetings of the Committee shall be held monthly, the time and place to be determined by it at its first meeting, but may be changed by the Committee from time to time as it may deem advisable.
- 7.(2) A minute book shall be kept and minutes of all regular and special meetings shall be recorded by the Secretary in it. Copies of all minutes signed by the Chairman or the person presiding at the meeting shall be filed with the Clerk.

- 7.(3) A majority of the members shall constitute a quorum.
 - 7.(4) The Chairman shall preside at all meetings, but in his absence the Vice-Chairman or a member appointed at the meeting shall preside.
 - 7.(5) The Chairman shall have a vote on any question and in the event of a tie, the motion shall be lost.
8. Special meetings may be called on twenty-four hours notice by the Chairman or by the Secretary at the request of three members of the Committee.
- 9.(1) The first meeting of the Committee shall take place within one month of the date of the passing of this by-law or within two weeks of the appointment of the first committee.
 - 9.(2) The election of a Chairman and Vice-Chairman shall take place at the first meeting and thereafter at the first meeting in each calendar year.
 - 9.(3) The Secretary of the Committee shall be the Recreational Director.
 - 9.(4) The Committee may appoint sub-committees to deal with any special matters coming within the powers and jurisdiction of the Committee.
- 10.(1) Subject to the approval of Council, the Committee may provide equip and supervise public playgrounds, athletic fields, recreation centers, and other recreation facilities and activities on any of the properties owned or controlled by the Municipality or other properties with the consent of the owners and authorities thereof. It shall have the power to conduct any form of recreation or cultural activity that will employ the leisure time of the people in a constructive and healthful manner.
 - 10.(2) The Committee shall have the power to make such rules and regulations concerning the operation of public recreational facilities, setting the fees to be charged for the use of these facilities as it may deem necessary from time to time, or concerning any matters coming within the powers of the Committee. These rules and regulations shall be valid when approved by the Council.
 - 10.(3) The Committee shall be consulted on all matters affecting the development and maintenance of public recreational facilities.
 - 10.(4) The Committee shall be consulted whenever it is proposed to acquire, purchase lease, sell or otherwise dispose of any Municipal land that it is held for park or other public recreation purposes.
 - 10.(5) The Committee mayor shall on the request of the Council make remommendations concerning the appointment by Council of a Director of Recreation and other staff deemed necessary.
 - 10.(6) The Committee may co-operate with and encourage all organizations, public, private, civic, social and religious within the Municipality, supporting, promoting or working for any sport or recreation.
 - 10.(7) The Committee may hear and consider representations by any individual, organization or delagation of citizens with respect to recreation and act on any recommendations provided the approval of the Council has been obtained.

- 11.(1) Annually before the 31st day of December the Committee shall submit to the Council a written statement showing in reasonable form and detail the programs to be conducted and the expenditures proposed to be made by the Committee for the year.
- 11.(2) The Committee shall be restricted in its expenditures to the amounts and purposes shown on the statement as approved by Council, provided that, with the approval of Council, amounts shown on the statement as intended to be expended for a specific purposes, may be used in whole or in part for some other purpose within the jurisdiction of the Committee.
12. The Committee on behalf of the Municipality may receive any gifts or requests of money of other personal property or any donation to be applied, principal or income, for either temporary or permanent use for recreational purposes. Property so received shall be vested in the Municipality in trust.
13. The Committee shall make annual reports to the Council and other reports to the Council from time to time as requested and in the forms and manners as council requests.
14. Neither the Committee or any member thereof shall have power to pledge the credit of the Municipality in connection with any matter whatsoever, nor shall the Committee nor any member of it have any power to authorize an expenditure to be charged against the Municipality.