

**TOWN OF PEACE RIVER
BYLAW NO. 1912**

**BEING A BYLAW OF THE TOWN OF PEACE RIVER IN THE PROVINCE OF ALBERTA
TO ESTABLISH A COMMUNITY SERVICES BOARD**

WHEREAS the Council of the Town of Peace River in accordance with Section 7(f) of the *Municipal Government Act, R.S.A. 2000* and any amendments thereto, has entered into an agreement with the Minister of Alberta Children and Family Services Authority for the establishment of a Family and Community Support Services Program;

AND WHEREAS under the provisions of the *Municipal Government Act* Section 146(b), the Council has the authority to establish a Sport, Recreation, and Cultural Board for the encouragement and development of recreation programs, services and facilities;

AND WHEREAS it is deemed expedient that the Sport, Recreation, Cultural, and Family and Community Support Services Programs for the Town of Peace River be under the auspices of one Board.

NOW THEREFORE the Council of the Town of Peace River duly assembled, enacts as follows:

1. That there shall be a Board to be known as the Community Services Board.
2. That the Community Services Board shall serve jointly as a Sport, Recreation, Cultural, Family and Community Support Services Board.

Board Positions:

3. (a) The Community Services Board shall consist of
 - 1) A Town of Peace River Council Member;
 - 2) A representative from the Peace River School Division No. 10;
 - 3) A representative of the Holy Family Catholic Regional Division No. 37;
 - 4) A representative of the Conseil Scolaire du Nord-Ouest No. 1.

Each of whom will be appointed annually by his/her respective Board and/or Council.

(b) Additional Community Service Board Members

1. A member who shall be appointed by a Senior Citizens Organization within the Town of Peace River;
2. A member who shall be appointed by the Peace River Aboriginal Interagency Committee;
3. Five (5) positions from the Public at Large;

all of whom shall serve without pay.

Term of Office:

4. (a) Members will be appointed with a view to ensure there is equal representation of individuals who are concerned with recreation, social prevention services and culture.
 - 1) The member of Council or School Representative(s) terms of office shall terminate at the time of a Municipal election, or by resolution of Council or School Boards.
 - 2) The remaining members of the Board shall be appointed for a 1 year term.
 - 3) In the event of a vacancy occurring, the person appointed to fill the vacancy shall hold office for the remainder of the term concerned in the vacancy which has arisen and which for the purpose of interpretation of this Bylaw, will be considered one full term.
- (b) Members in accordance with Section 3(b) of this Bylaw shall be eligible for re-appointment to a maximum of four (4) consecutive one year terms.
- (c) Every member of the Community Services Board who has been absent for three consecutive meetings of the Community Services Board shall (unless such absences be caused through illness or be authorized by resolution of the Board entered upon its Minutes) shall forfeit their position on the Community Services Board.
- (d) Any member of the Community Services Board may be removed by resolution of the Town of Peace River Council at any time. An appointment to fill a vacancy on the Board shall be made by Council for the remainder of the term in which a vacancy occurs, unless deemed unnecessary by Council.

Officers:

5. (a) At the first meeting of the Board, hereinafter called the Organizational Meeting, a meeting held in the month of November of each year, the Board shall choose:
 - 1) A Chair and;
 - 2) A Vice-Chair.
- (b) A majority of the current membership of the Board shall constitute a quorum.
- (c) Meetings of the Board shall be held on a regular basis at a time to be set by a resolution of the Board in the Organizational Meeting.

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- (d) Special meetings may be called on 24 hours notice by the Chair or at the request of any five members of the Board.
 - (e) A Minute Book shall be kept, the Community Services Administrative Assistant shall record the Minutes of all regular and special meetings. Copies of all Minutes shall be filed with the Director of Corporate Services of the Town.
 - (f) The Board may appoint sub-committees to deal with any special aspect of the matters coming within the scope and jurisdiction of the Board as herein set forth.
 - (g) The Board shall follow the Procedural Bylaw No. 1841 and any amendments thereto for all procedural matters.
- 6.
- (a) The Board shall act in an advisory capacity to Council and shall advise Council with regard to parks, recreation, culture, and social services matters that impact the municipality. These matters include, but not limited to, policy, planning, budget, fees and charges, facilities, parkland, program delivery, community needs, and priorities.
 - (b) The Town of Peace River Council may refer all matters pertaining to Sport, Recreation, Culture, and Family and Community Support Services to the Community Services Board, for the Board's review and recommendation
 - (c) The Community Services Board shall have the power to initiate any form of activity within the Board's mandate and departmental plan. The Board shall provide recommendation to Town of Peace River Council on the provisions of, equipment for, and supervision of: playgrounds, athletic fields, and recreation facilities owned or controlled by the Town of Peace River or on other properties with the consent of the owners and authorities thereof. The foregoing notwithstanding, it is recognized that certain recreational facilities presently under the jurisdiction of other bodies may so remain at the sole discretion of Council.
 - (d) The Community Services Board shall hear and consider representation by any individual, organization, or delegation with respect to Sport, Recreation, Culture, Family and Community Support Services, and provide such recommendations to Council arising there from as the Board deems to be in the best interests of all citizens.
 - (e) The Community Services Board shall review and recommend such directives to the CAO, and Policies to Council as it may deem necessary from time to time, provided such Directives and Policies for the Sport, Recreation, Cultural, Family and Community Support Services are not inconsistent with powers herein conferred.
 - (f) Annually, the Community Services Board shall make recommendations to the Town of Peace River Council as to

programs, facilities, or other matters that should be considered

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in the Sport, Recreation, Cultural, Family and Support Services
budget(s).

- (g) The Community Services Board shall review and consider Family and Community Support Services projects and applications received through the office of the Director of Community Services and shall decide approval, deferment, or rejection of such projects. The Community Services Board shall have the power to approve projects, providing funds have been allotted and approved in the Municipal Budget of the Town of Peace River.
 - (h) The Community Services Board, with the assistance of the Director of Community Services, shall monitor and evaluate each program being funded annually to ensure the programs continue to meet established criteria for the Community Services Board support and funding, and remain consistent with departmental plans.
 - (i) The Community Services Board shall establish a program of evaluation for Sport, Recreation, Cultural, Family and Community Support Services.
 - (j) Neither the Community Services Board or any member thereof shall have the power to pledge the credit of the Town of Peace River in connection with any matters whatsoever, nor shall the said Board nor any member thereof have any power to authorize any expenditure to be charged against the Town of Peace River.
7. If any portion of this Bylaw is declared invalid by a Court of competent jurisdiction, then the invalid portion shall be severed and the remainder of the Bylaw is deemed valid.
8. Bylaw No. 1206 and any amendments are hereby repealed.
9. This Bylaw shall come into force and effect on the final passing thereof.

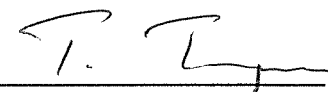
Read a first time this 6th day of MAY 20 13.

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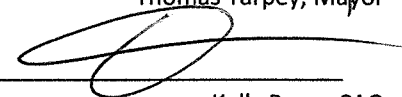
Read a third and final time this 2ND day of JUNE 20 14.

Signed by the Mayor and Chief Administrative Officer this 2ND day of

JUNE, 20 14.



Thomas Tarpey, Mayor



Kelly Bunn, CAO