

## THE CORPORATION OF THE TOWN OF PELHAM

Being a By-law to authorize the carrying on of a Community Programme of Recreation within the meaning of the regulations under the Department of Education Act, to provide for the operation, maintenance and management of parks and to provide for the establishment, operation and maintenance of Community Centres pursuant to the Community Centres Act and the regulations made thereunder.

### 1) The Council of the Corporation enacts as follows:

- (a) Pursuant to Regulations made under the Department of Education Act, a Community Programme of Recreation is hereby established for the residents of the Municipality.
- (b) Pursuant to Section 377/63 of the Municipal Act, a programme of Park Management is hereby established for the residents of the Municipality.
- (c) Pursuant to the Community Centres Act and the regulations made thereunder, a Community Centre (or Centres) is hereby established for the residents of the Municipality.
- (d) The said Community Programme of Recreation, the said Programme of Park Management and the said Community Centre (or Centres) shall be directed, managed and controlled on behalf of the Council of the Corporation by a Committee known as the Town of Pelham Recreation, Parks and Community Centre Board.

### 2) Committee Appointment

- (a) The said committee shall consist of seven to twelve members appointed by resolution of council, all of whom shall be residents of the municipality and at least two of whom shall be members of the municipal council.
- (b) Each member of the said Committee shall hold office for a term of one year and thereafter until his successor is appointed.
- (c) The appointment of the said Committee should be made annually at the first regular meeting of the Council, or as soon thereafter as is expedient. The members shall hold office until their successors shall have been appointed, provided that all members **shall hold office** during the pleasure of the council of the Corporation.

### 3) Administration

- (a) Subject to the approval of Council, the said Committee shall formulate policies, rules and regulations for and relating to the administration of community programs of recreation.
- (b) The said Committee shall be responsible for all policies, rules and regulations relating to the administration of the community program of recreation which are conducted directly by that committee or its employees, and it shall have the powers to adopt by-laws, rules and regulations pertaining to the proper conduct of such community program of recreation.

for the conduct of the community programme or recreation or any part thereof and to govern the conduct of all persons who in any way participate in or be in attendance at any part of the program.

- (d) The said committee shall hold regular monthly meetings.
- (e) A majority of the whole number of members required to constitute a committee is necessary to form a quorum.
- (f) The said Committee shall elect a chairman annually from among its members and such other officers as may be required.
- (g) The said Committee shall submit to Council a monthly report of its activities and such other reports as may be required from time to time.
- (h) The said Committee is authorized to work jointly with other municipal services in establishing, operating and maintaining a supervised public recreation system.
- (i) The said Committee may appoint as it deems necessary such committees to act in an advisory capacity to the Committee.
- (j) In carrying out the provisions of this by-law, the said Committee shall at all times by the agent of the Municipal Corporation and while acting bona fide within the limits of the authority of this by-law neither the committee nor any member thereof shall incur any liability by reason of anything done or left undone by the Committee; provided however, that nothing in this paragraph contained shall authorize or empower the committee to incur any debt, liability or obligation for which the Municipal Corporation shall become liable without having previously obtained the consent of the Council of the Corporation.

#### 4) Programme & Facilities

- (a) The said Committee shall conduct or encourage and assist the programmes of recreation which will meet the needs and interests of the inhabitants of the Municipality. Such programmes shall include the social, cultural and physical aspects of recreation as applied to each age group, both male and female.
- (b) The said Committee shall assist, encourage and advise groups, organizations and persons to initiate and carry on recreational activities in the Municipality.
- (c) The said Committee shall conduct a programme of recreation and shall conduct and supervise recreational activities.
- (d) The said Committee shall assist, encourage and provide advisory services on request to all groups, organizations, or persons carrying on recreation activities in the Municipality.
- (e) The said Committee shall conduct and supervise organized public recreation activities and is authorized to work jointly with other municipal departments to provide and establish, operate, conduct and maintain a supervised recreation system and to operate, improve and maintain property, both real and personal, for parks, playgrounds, recreation centres, and other recreation facilities and activities.



- (g) The said Committee shall operate, maintain, manage and develop under the direction of the Works Department, on behalf of the said Corporation all recreational centres, parks, playgrounds and other real property of a like nature vested in or leased by the Corporation and used or designed for recreational purposes and shall be in charge of, manage and make available for recreational purposes all recreational equipment, recreational facilities and other personal property belonging to the said Corporation and used or designed for recreational purposes.
- (h) The said Committee shall operate, maintain and manage under the direction of the Works Department, on behalf of the said Corporation all properties which are now or which may hereafter be established as community centres, pursuant to the Community Centres Act, or the regulations made thereunder.
- (i) The said Committee shall recommend to Council the purchase of park lands or the sale of park lands no longer required for park purposes.

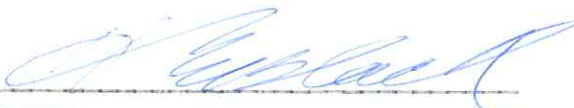
#### 5) Finance

- (a) Annually, the said Committee shall submit and interpret to the Council of the Corporation a budget for its approval and shall make to the Council, full and complete annual and other reports as required.
- (b) The said Committee shall on, or about, the 1st. day of February in each year, submit a budget to the Council for their approval and make a complete report of the programme conducted during the preceding year. The budget shall contain the separate estimates as follows:
  - (a) Recreation Committee general programme.(Davis Hall)
  - (b) Parks operation and maintenance.(Parks)
  - (c) Community Centre operation and maintenance. (Pool)  
(Rink)
- (c) The Council shall establish a Bank Account on behalf of the said Committee to be known as the "Recreation Committee Account".
  - (a) The signing officers for the Bank Account shall be the signing officers of the Corporation as appointed each year.
  - (b) The books and accounts of the said Committee shall be kept by the Treasurer of the Corporation.

- (d) No debt or obligation shall be incurred by the said Committee and no payments shall be made by or on behalf of the said Committee unless duly authorized by resolution of the Council.
- (e) The said Committee may incur expenditures, as may be recommended by the various committees, to the extent provided in the annual approved budget or as approved by Council.
- (f) The said Committee may solicit or receive gifts or bequests of money and services, to be applied in furtherance of the community programme of recreation.

- (a) Subject to the approval of Council, the said Committee may appoint and engage a qualified and competent Director of Recreation, a Secretary for the said Director and such assistants or other personnel as may be required to carry out the directions of the said Committee, and such persons when appointed or engaged with the approval of Council shall be the employees of the Corporation.
  - (b) The said Committee may appoint recreation workers either part-time or full-time and shall be responsible for assigning the duties and responsibilities of such employees. Where a Municipal Recreation Director is employed such appointments shall be subject to his recommendation.
  - (c) The said Committee shall at all times keep the inhabitants of the municipality aware of the recreation opportunities which are available and will continually interpret to the public the total community programme of recreation.
  - (d) The said Committee shall inform the residents of the Municipality of the benefits of and the opportunities for recreation, and shall publicize the community programme of recreation.
- 7) All prior by-laws or parts of by-laws of the former Village of Fonthill and the former Township of Pelham in consistant with this by-law are hereby repealed.

READ a first, second and third time and passed in Council this 5<sup>th</sup> day of January, 1970.

  
MAYOR  
CLERK