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Corporate Services

**REPORT TO ELECTORAL AREA SERVICES COMMITTEE
MEETING OF WEDNESDAY, 07 NOVEMBER 2007**

SUBJECT **ELECTORAL AREA PARKS AND RECREATION COMMISSION BYLAWS**

PURPOSE/ISSUE

The purpose of this report is to recommend to the Board adoption of the following 6 bylaws: Saturna Island Parks and Recreation Commission Bylaw No. 3485, Galiano Island Parks and Recreation Commission Bylaw No. 3486, Juan de Fuca Electoral Area Parks and Recreation Commission Bylaw No. 3487, Mayne Island Parks and Recreation Commission Bylaw No. 3488, Pender Islands Parks Commission Bylaw No. 3489, and Salt Spring Island Parks and Recreation Commission Bylaw No. 3492.

HISTORY/BACKGROUND

The Capital Regional District Board at their September 12th meeting approved committee recommendations to standardize the electoral area parks and recreation commission bylaws. The previous bylaws will be repealed and replaced with these continuing commission bylaws in order to standardize the bylaws for the 6 commissions. A 7th commission, the Pender Island Recreation Commission will not be changed as it meets the approved format.

ALTERNATIVES

None.

FINANCIAL IMPLICATIONS

None.

SUMMARY/CONCLUSIONS

Approval of these 6 commission bylaws will standardize all the electoral area parks and recreation commission bylaws as recommended by committee and approved by the Board.

RECOMMENDATION

1. That Bylaw No. 3485 "Saturna Island Parks and Recreation Commission Bylaw No. 1, 2007" be introduced and read a first time, read a second time, read a third time and adopted.
2. That Bylaw No. 3486 "Galiano Island Parks and Recreation Commission Bylaw No. 1, 2007" be introduced and read a first time, read a second time, read a third time and adopted.
3. That Bylaw No. 3487 "Juan de Fuca Electoral Area Parks and Recreation Commission Bylaw No. 1, 2007" be introduced and read a first time, read a second time, read a third time and adopted.

4. That Bylaw No. 3488 "Mayne Island Parks and Recreation Commission Bylaw No. 1, 2007" be introduced and read a first time, read a second time, read a third time and adopted.
5. That Bylaw No. 3489 "Pender Islands Parks Commission Bylaw No. 1, 2007" be introduced and read a first time, read a second time, read a third time and adopted.
6. That Bylaw No. 3942 "Salt Spring Island Parks and Recreation Commission Bylaw No. 1, 2007" be introduced and read a first time, read a second time, read a third time and adopted.

Val Leigh-Dorin, CGA
Senior Business Analyst, Local Services

Diana E. Lokken, Dip Bus Admin, CMA
General Manager Concurrence

Lloyd Rushton
General Manager Concurrence

Kelly Daniels
C.A.O. Concurrence

Attachments: Bylaws 3485, 3486, 3487, 3488, 3489, 3492

COMMENTS

Capital Regional District

BYLAW NO. 3485

A BYLAW FOR THE CONTINUATION OF A JOINT COMMUNITY PARKS AND RECREATION COMMISSION FOR SATURNA ISLAND (SOUTHERN GULF ISLANDS ELECTORAL AREA)

WHEREAS:

- A. By Supplementary Letters Patent dated the 28th day of August 1975 the power to acquire, develop, operate and maintain community parks within the electoral areas was conferred on the Capital Regional District;
- B. By Supplementary Letters Patent dated the 3rd day of October 1975, as amended, the power to undertake community recreational programming within the electoral areas was conferred on the Capital Regional District;
- C. The Capital Regional District under Section 176(1)(g) of the *Local Government Act* is authorized to establish a commission and to delegate to the commission any or all of the administrative powers of the Regional Board.

NOW THEREFORE, the Board of the Capital Regional District, in open meeting assembled, enacts as follows:

1. Definitions

In this bylaw unless the context otherwise requires:

“BUDGET” means the 5-year financial plan (operating and capital);

“COMMISSION” means the Saturna Island Parks and Recreation Commission;

“DIRECTOR” means the Electoral Area Director for the Southern Gulf Islands;

“REGIONAL BOARD” means the Capital Regional District Board;

“REGIONAL DISTRICT” means the Capital Regional District;

“SERVICE AREA” means the Saturna Island Community Parks and Recreation Defined Areas as more particularly described in bylaws No. 2080 cited as “Community Parks Participating Electoral Areas Bylaw No. 1, 1992”, as amended and No. 1463 cited as “Community Recreational Programs Participating Electoral Areas Bylaw No. 1, 1986”, as amended.

2. Membership

A joint parks and recreation commission established by Capital Regional District Bylaw No. 2971 is hereby continued and known as the "Saturna Island Parks and Recreation Commission" and shall consist of nine (9) members as follows:

- (a) The Director representing the Southern Gulf Islands Electoral Area;
- (b) Eight (8) individuals appointed by resolution of the Regional Board and representing the Service Area.

3. Term of Office

The term of office for a member of the Commission, other than the Director representing the Electoral Area of the Southern Gulf Islands, shall be as follows:

- (a) Effective for 2007 and 2008, the term of office for the members of the Commission is extended from October 1 in each year to January 1 in the following year.
- (b) The term of office for all appointments after the initial appointment will be for a two-year period commencing the first day of January following each such appointment or until their successors are appointed.
- (c) Four (4) of the appointees shall hold office from the date of appointment until the 1st day of January 2009.
- (d) Four (4) of the appointees shall hold office from the date of appointment until the 1st day of January 2010.

4. Appointment

- (a) All vacancies on a Commission must be advertised or posted locally for at least thirty (30) days.
- (b) Recommendations for all appointments shall be made to the Director who will then make a recommendation to the Regional Board.
- (c) The Director is guided by but not bound by the Commission's recommendation.
- (d) Before the 1st of January every year, the Regional Board shall appoint or re-appoint members to the Commission to fill the terms of office of the members whose term expire as of the 31st of December in each year.
- (e) In the event of the death, resignation or disqualification of a member of the Commission, the Board of the Regional District shall appoint a successor for the remainder of such member's term.

- (f) A member who fails to attend three (3) consecutive regular meetings without permission of the Commission may have their appointment to the Commission terminated.
- (g) No appointee may serve more than three (3) consecutive terms.
- (h) At the request of the Electoral Area Director and under unique circumstances, such as a failure to attract nominations after thirty (30) days of appropriate notice of vacancy, the Regional Board may extend a Commission member's term beyond the six (6) year limit.

5. Commission Procedure

- (a) The Commission must, at its first meeting in January of each year, by secret ballot, elect a Chair, Vice Chair and Treasurer from among its members.
- (b) For the conduct of business each member of the Commission shall have one vote.
- (c) The rules and procedures which govern the Regional Board shall apply to the Commission where applicable.
- (d) Meetings are open to the public.
- (e) A quorum of the Commission is a majority of the members.

6. Delegation of Powers and Duties

The Regional Board hereby delegates to the Commission all of the administrative powers of the Regional Board with respect to the development, maintenance and operation of all community parks and the organization and conduct of recreational programs within the Service Area whether authorized before or after the adoption of this bylaw.

7. Budget

The Commission shall, on or before the 10th day of September in each year prepare 5-year operating and capital budgets covering all anticipated costs of acquisition, development, maintenance and operation of community parks and of the organization and conduct of community recreational programs, together with any estimates of expected revenues.

The budget shall:

- (a) be in a form approved by the Financial Officer of the Regional District;
- (b) be submitted for consideration of the Regional Board;

- (c) if requested by the Regional Board, be altered to the satisfaction of the Board, and the same be resubmitted not later than October 15th of that year; and
- (d) At no time provide for the creation of debt.

8. Repeal:

Bylaw No. 2971 cited as "Saturna Island Parks and Recreation Commission Bylaw, 2002", and any amendments thereto, are repealed upon adoption of this bylaw.

9. Citation:

This bylaw may be cited as "Saturna Island Parks and Recreation Commission Bylaw No.1, 2007."

READ A FIRST TIME THIS	DAY OF	2007.
READ A SECOND TIME THIS	DAY OF	2007.
READ A THIRD TIME THIS	DAY OF	2007.
ADOPTED THIS	DAY OF	2007.

CHAIR

SECRETARY

Capital Regional District

BYLAW NO. 3486

A BYLAW FOR THE CONTINUATION OF A JOINT COMMUNITY PARKS AND RECREATION COMMISSION FOR GALIANO ISLAND (SOUTHERN GULF ISLANDS ELECTORAL AREA)

WHEREAS:

- A. By Supplementary Letters Patent dated the 28th day of August 1975 the power to acquire, develop, operate and maintain community parks within the electoral areas was conferred on the Capital Regional District;
- B. By Supplementary Letters Patent dated the 3rd day of October 1975, as amended, the power to undertake community recreational programming within the electoral areas was conferred on the Capital Regional District;
- C. The Capital Regional District under Section 176(1)(g) of the *Local Government Act* is authorized to establish a commission and to delegate to the commission any or all of the administrative powers of the Regional Board.

NOW THEREFORE, the Board of the Capital Regional District, in open meeting assembled, enacts as follows:

1. Definitions

In this bylaw unless the context otherwise requires:

“BUDGET” means the 5-year financial plan (operating and capital);

“COMMISSION” means the Galiano Island Parks and Recreation Commission;

“DIRECTOR” means the Electoral Area Director for the Southern Gulf Islands;

“REGIONAL BOARD” means the Capital Regional District Board;

“REGIONAL DISTRICT” means the Capital Regional District;

“SERVICE AREA” means the Galiano Island Community Parks and Recreation Defined Areas as more particularly described in bylaws No. 2294 cited as “Community Parks Participating Electoral Areas Bylaw No. 1, 1995”, as amended and No. 1463 cited as “Community Recreational Programs Participating Electoral Areas Bylaw No. 1, 1986”, as amended.

2. Membership

A joint parks and recreation commission established by Capital Regional District Bylaw No. 2968 is hereby continued and known as the "Galiano Island Parks and Recreation Commission" and shall consist of nine (9) members as follows:

- (a) The Director representing the Southern Gulf Islands Electoral Area;
- (b) Two (2) individuals representing the North Galiano Island Fire Protection and Emergency Response Service Area;
- (c) Two (2) individuals representing the South Galiano Island Fire Protection and Emergency Response Service Area;
- (d) Four (4) individuals at large representing the Service Area.

3. Term of Office

The term of office for a member of the Commission, other than the Director representing the Electoral Area of the Southern Gulf Islands shall be as follows:

- (a) Effective for 2007 and 2008, the term of office for the members of the Commission is extended from October 1 in each year to January 1 in the following year.
- (b) The term of office for all appointments after the initial appointment will be for a two-year period commencing the first day of January following each such appointment or until their successors are appointed.
- (c) One (1) appointee from North Galiano Island Fire Protection and Emergency Response Service Area; one (1) appointee from South Galiano Island Fire Protection and Emergency Response Service Area and two (2) of the appointees from the community at large shall hold office from the date of appointment until the 1st day of January 2009.
- (d) One (1) appointee from North Galiano Island Fire Protection and Emergency Response Service Area; one (1) appointee from South Galiano Island Fire Protection and Emergency Response Service Area and two (2) of the appointees from the community at large shall hold office from the date of appointment until the 1st day of January 2010.

4. Appointment

- (a) All vacancies on a Commission must be advertised or posted locally for at least thirty (30) days.
- (b) Recommendations for all appointments shall be made to the Director who will then make a recommendation to the Regional Board.
- (c) The Director is guided by but not bound by the Commission's recommendation.

- (d) Before the 1st of January every year, the Regional Board shall appoint or re-appoint members to the Commission to fill the terms of office of the members whose term expire as of the 31st of December in each year.
- (e) In the event of the death, resignation or disqualification of a member of the Commission, the Board of the Regional District shall appoint a successor for the remainder of such member's term.
- (f) A member who fails to attend three (3) consecutive regular meetings without permission of the Commission may have their appointment to the Commission terminated.
- (g) No appointee may serve more than three (3) consecutive terms.
- (h) At the request of the Electoral Area Director and under unique circumstances, such as a failure to attract nominations after thirty (30) days of appropriate notice of vacancy, the Regional Board may extend a Commission member's term beyond the six (6) year limit.

5. Commission Procedure

- (a) The Commission must, at its first meeting in January of each year, by secret ballot, elect a Chair, Vice Chair and Treasurer from among its members.
- (b) For the conduct of business each member of the Commission shall have one vote.
- (c) The rules and procedures which govern the Regional Board shall apply to the Commission where applicable.
- (d) Meetings are open to the public.
- (e) A quorum of the Commission is a majority of the members.

6. Delegation of Powers and Duties

The Regional Board hereby delegates to the Commission all of the administrative powers of the Regional Board with respect to the development, maintenance and operation of all community parks and the organization and conduct of recreational programs within the Service Area whether authorized before or after the adoption of this bylaw.

7. Budget

The Commission shall, on or before the 10th day of September in each year prepare 5-year operating and capital budgets covering all anticipated costs of acquisition, development, maintenance and operation of community parks and of the organization and conduct of community recreational programs, together with any estimates of expected revenues.

The budget shall:

- (a) be in a form approved by the Financial Officer of the Regional District;
- (b) be submitted for consideration of the Regional Board;
- (c) if requested by the Regional Board, be altered to the satisfaction of the Board, and the same be resubmitted not later than October 15th of that year; and
- (d) At no time provide for the creation of debt.

8. Repeal:

Bylaw No. 2968 cited as "Galiano Island Parks and Recreation Commission Bylaw, 2002", and any amendments thereto, are repealed upon adoption of this bylaw.

9. Citation:

This bylaw may be cited as "Galiano Island Parks and Recreation Commission Bylaw No.1, 2007."

READ A FIRST TIME THIS	DAY OF	2007.
READ A SECOND TIME THIS	DAY OF	2007.
READ A THIRD TIME THIS	DAY OF	2007.
ADOPTED THIS	DAY OF	2007.

CHAIR

SECRETARY

Capital Regional District

BYLAW NO. 3487

A BYLAW FOR THE CONTINUATION OF A JOINT COMMUNITY PARKS AND RECREATION COMMISSION FOR JUAN DE FUCA ELECTORAL AREA

WHEREAS:

- A. By Supplementary Letters Patent dated the 28th day of August 1975 the power to acquire, develop, operate and maintain community parks within the electoral areas was conferred on the Capital Regional District;
- B. By Supplementary Letters Patent dated the 3rd day of October 1975, as amended, the power to undertake community recreational programming within the electoral areas was conferred on the Capital Regional District;
- C. The Capital Regional District under Section 176(1)(g) of the *Local Government Act* is authorized to establish a commission and to delegate to the commission any or all of the administrative powers of the Regional Board.

NOW THEREFORE, the Board of the Capital Regional District, in open meeting assembled, enacts as follows:

1. Definitions

In this bylaw unless the context otherwise requires:

“BUDGET” means the 5-year financial plan (operating and capital);

“COMMISSION” means the Juan de Fuca Electoral Area Parks and Recreation Commission;

“DIRECTOR” means the Electoral Area Director for Juan de Fuca;

“REGIONAL BOARD” means the Capital Regional District Board;

“REGIONAL DISTRICT” means the Capital Regional District.

2. Membership

A joint parks and recreation commission established by Capital Regional District Bylaw No. 3243 is hereby continued and known as the "Juan de Fuca Electoral Area Parks and Recreation Commission" and shall consist of nine (9) members as follows:

- (a) The Director representing the Juan de Fuca Electoral Area;
- (b) One (1) individual representing each of the following areas: Port Renfrew, Shirley/Jordan River, Willis Point and Malahat; and
- (c) Two (2) individuals representing each of the areas of Otter Point and East Sooke.

3. Term of Office

The term of office for a member of the Commission, other than the Director representing the Electoral Area of Juan de Fuca, shall be as follows:

- (a) The term of office for all appointments after the initial appointment will be for a two-year period commencing the first day of January following each such appointment or until their successors are appointed.
- (b) Four (4) of the appointees shall hold office from the date of appointment until the 1st day of January 2008.
- (c) Four (4) of the appointees shall hold office from the date of appointment until the 1st day of January 2009.

4. Appointment

- (a) All vacancies on a Commission must be advertised or posted locally for at least thirty (30) days.
- (b) Recommendations for all appointments shall be made to the Director who will then make a recommendation to the Regional Board.
- (c) The Director is guided by but not bound by the Commission's recommendation.
- (d) Before the 1st of January every year, the Regional Board shall appoint or re-appoint members to the Commission to fill the terms of office of the members whose term expire as of the 31st of December in each year.
- (e) In the event of the death, resignation or disqualification of a member of the Commission, the Board of the Regional District shall appoint a successor for the remainder of such member's term.
- (f) A member who fails to attend three (3) consecutive regular meetings without permission of the Commission may have their appointment to the Commission terminated.

- (g) No appointee may serve more than three (3) consecutive terms.
- (h) At the request of the Electoral Area Director and under unique circumstances, such as a failure to attract nominations after thirty (30) days of appropriate notice of vacancy, the Regional Board may extend a Commission member's term beyond the six (6) year limit.

5. Commission Procedure

- (a) The Commission must, at its first meeting in January of each year, by secret ballot, elect a Chair, Vice Chair and Treasurer from among its members.
- (b) For the conduct of business each member of the Commission shall have one vote.
- (c) The rules and procedures which govern the Regional Board shall apply to the Commission where applicable.
- (d) Meetings are open to the public.
- (e) A quorum of the Commission is a majority of the members.

6. Delegation of Powers and Duties

The Regional Board hereby delegates to the Commission all of the administrative powers of the Regional Board with respect to the development, maintenance and operation of all community parks and the organization and conduct of recreational programs within the Juan de Fuca Electoral Area whether authorized before or after the adoption of this bylaw.

7. Budget

The Commission shall, on or before the 10th day of September in each year prepare 5-year operating and capital budgets covering all anticipated costs of acquisition, development, maintenance and operation of community parks and of the organization and conduct of community recreational programs, together with any estimates of expected revenues.

The budget shall:

- (a) be in a form approved by the Financial Officer of the Regional District;
- (b) be submitted for consideration of the Regional Board;
- (c) if requested by the Regional Board, be altered to the satisfaction of the Board, and the same be resubmitted not later than October 15th of that year; and
- (d) At no time provide for the creation of debt.

8. Repeal:

Bylaw No. 3243 cited as “Juan de Fuca Electoral Area Parks and Recreation Commission Bylaw No. 1, 2004”, and any amendments thereto, are repealed upon adoption of this bylaw.

9. Citation:

This bylaw may be cited as “Juan de Fuca Electoral Area Parks and Recreation Commission Bylaw No.1, 2007.”

READ A FIRST TIME THIS DAY OF 2007.

READ A SECOND TIME THIS DAY OF 2007.

READ A THIRD TIME THIS DAY OF 2007.

ADOPTED THIS DAY OF 2007.

CHAIR

SECRETARY

Capital Regional District

BYLAW NO. 3488

A BYLAW FOR THE CONTINUATION OF A JOINT COMMUNITY PARKS AND RECREATION COMMISSION FOR MAYNE ISLAND (SOUTHERN GULF ISLANDS ELECTORAL AREA)

WHEREAS:

- A. By Supplementary Letters Patent dated the 28th day of August 1975 the power to acquire, develop, operate and maintain community parks within the electoral areas was conferred on the Capital Regional District;
- B. By Supplementary Letters Patent dated the 3rd day of October 1975, as amended, the power to undertake community recreational programming within the electoral areas was conferred on the Capital Regional District;
- C. The Capital Regional District under Section 176(1)(g) of the *Local Government Act* is authorized to establish a commission and to delegate to the commission any or all of the administrative powers of the Regional Board.

NOW THEREFORE, the Board of the Capital Regional District, in open meeting assembled, enacts as follows:

1. Definitions

In this bylaw unless the context otherwise requires:

“BUDGET” means the 5-year financial plan (operating and capital);

“COMMISSION” means the Mayne Island Parks and Recreation Commission;

“DIRECTOR” means the Electoral Area Director for the Southern Gulf Islands;

“REGIONAL BOARD” means the Capital Regional District Board;

“REGIONAL DISTRICT” means the Capital Regional District;

“SERVICE AREA” means the Mayne Island Community Parks and Recreation Defined Areas as more particularly described in bylaws No. 1602 cited as “Community Parks Participating Electoral Areas Bylaw No. 2, 1988”, and No. 1463 cited as “Community Recreational Programs Participating Electoral Areas Bylaw No. 1, 1986”, as amended.

2. Membership

A joint parks and recreation commission established by Capital Regional District Bylaw No. 2969 is hereby continued and known as the "Mayne Island Parks and Recreation Commission" and shall consist of nine (9) members as follows:

- (a) The Director representing the Southern Gulf Islands Electoral Area;
- (b) Eight (8) individuals appointed by resolution of the Regional Board and representing the Service Area.

3. Term of Office

The term of office for a member of the Commission, other than the Director representing the Electoral Area of the Southern Gulf Islands, shall be as follows:

- (a) Effective for 2007 and 2008, the term of office for the members of the Commission is extended from October 1 in each year to January 1 in the following year.
- (b) The term of office for all appointments after the initial appointment will be for a two-year period commencing the first day of January following each such appointment or until their successors are appointed.
- (c) Four (4) of the appointees shall hold office from the date of appointment until the 1st day of January 2009.
- (d) Four (4) of the appointees shall hold office from the date of appointment until the 1st day of January 2010.

4. Appointment

- (a) All vacancies on a Commission must be advertised or posted locally for at least thirty (30) days.
- (b) Recommendations for all appointments shall be made to the Director who will then make a recommendation to the Regional Board.
- (c) The Director is guided by but not bound by the Commission's recommendation.
- (d) Before the 1st of January every year, the Regional Board shall appoint or re-appoint members to the Commission to fill the terms of office of the members whose term expire as of the 31st of December in each year.
- (e) In the event of the death, resignation or disqualification of a member of the Commission, the Board of the Regional District shall appoint a successor for the remainder of such member's term.

- (f) A member who fails to attend three (3) consecutive regular meetings without permission of the Commission may have their appointment to the Commission terminated.
- (g) No appointee may serve more than three (3) consecutive terms.
- (h) At the request of the Electoral Area Director and under unique circumstances, such as a failure to attract nominations after thirty (30) days of appropriate notice of vacancy, the Regional Board may extend a Commission member's term beyond the six (6) year limit.

5. Commission Procedure

- (a) The Commission must, at its first meeting in January of each year, by secret ballot, elect a Chair, Vice Chair and Treasurer from among its members.
- (b) For the conduct of business each member of the Commission shall have one vote.
- (c) The rules and procedures which govern the Regional Board shall apply to the Commission where applicable.
- (d) Meetings are open to the public.
- (e) A quorum of the Commission is a majority of the members.

6. Delegation of Powers and Duties

The Regional Board hereby delegates to the Commission all of the administrative powers of the Regional Board with respect to the development, maintenance and operation of all community parks and the organization and conduct of recreational programs within the Service Area whether authorized before or after the adoption of this bylaw.

7. Budget

The Commission shall, on or before the 10th day of September in each year prepare 5-year operating and capital budgets covering all anticipated costs of acquisition, development, maintenance and operation of community parks and of the organization and conduct of community recreational programs, together with any estimates of expected revenues.

The budget shall:

- (a) be in a form approved by the Financial Officer of the Regional District;
- (b) be submitted for consideration of the Regional Board;

- (c) if requested by the Regional Board, be altered to the satisfaction of the Board, and the same be resubmitted not later than October 15th of that year; and
- (d) At no time provide for the creation of debt.

8. Repeal:

Bylaw No. 2969 cited as "Mayne Island Parks and Recreation Commission Bylaw, 2002", and any amendments thereto, are repealed upon adoption of this bylaw.

9. Citation:

This bylaw may be cited as "Mayne Island Parks and Recreation Commission Bylaw No.1, 2007."

READ A FIRST TIME THIS	DAY OF	2007.
READ A SECOND TIME THIS	DAY OF	2007.
READ A THIRD TIME THIS	DAY OF	2007.
ADOPTED THIS	DAY OF	2007.

CHAIR

SECRETARY

Capital Regional District

BYLAW NO. 3489

**A BYLAW FOR THE CONTINUATION OF A COMMUNITY PARKS
COMMISSION FOR THE PENDER ISLANDS (SOUTHERN GULF
ISLANDS ELECTORAL AREA)**

WHEREAS:

- A. By Supplementary Letters Patent dated the 28th day of August 1975 the power to acquire, develop, operate and maintain community parks within the electoral areas was conferred on the Capital Regional District;
- B. The Capital Regional District under Section 176(1)(g) of the *Local Government Act* is authorized to establish a commission and to delegate to the commission any or all of the administrative powers of the Regional Board.

NOW THEREFORE, the Board of the Capital Regional District, in open meeting assembled, enacts as follows:

1. Definitions

In this bylaw unless the context otherwise requires:

“BUDGET” means the 5-year financial plan (operating and capital);

“COMMISSION” means the Pender Islands Parks Commission;

“DIRECTOR” means the Electoral Area Director for the Southern Gulf Islands;

“REGIONAL BOARD” means the Capital Regional District Board;

“REGIONAL DISTRICT” means the Capital Regional District;

“SERVICE AREA” means the North and South Pender Islands Community Parks Defined Area as more particularly described in bylaw No. 1601 cited as “Community Parks Participating Electoral Areas Bylaw No. 1, 1988”.

2. Membership

A community parks commission established by Capital Regional District Bylaw No. 2970 is hereby continued and known as the “Pender Islands Parks Commission” and shall consist of nine (9) members as follows:

- (a) The Director representing the Southern Gulf Islands Electoral Area;

- (b) Eight (8) individuals appointed by resolution of the Regional Board and representing the Service Area, at least two of whom shall represent South Pender Island.

3. Term of Office

The term of office for a member of the Commission, other than the Director representing the Electoral Area of the Southern Gulf Islands, shall be as follows:

- (a) Effective for 2007 and 2008, the term of office for the members of the Commission is extended from October 1 in each year to January 1 in the following year.
- (b) The term of office for all appointments after the initial appointment will be for a two-year period commencing the first day of January following each such appointment or until their successors are appointed.
- (c) Four (4) of the appointees shall hold office from the date of appointment until the 1st day of January 2009.
- (d) Four (4) of the appointees shall hold office from the date of appointment until the 1st day of January 2010.

4. Appointment

- (a) All vacancies on a Commission must be advertised or posted locally for at least thirty (30) days.
- (b) Recommendations for all appointments shall be made to the Director who will then make a recommendation to the Regional Board.
- (c) The Director is guided by but not bound by the Commission's recommendation.
- (d) Before the 1st of January every year, the Regional Board shall appoint or re-appoint members to the Commission to fill the terms of office of the members whose term expire as of the 31st of December in each year.
- (e) In the event of the death, resignation or disqualification of a member of the Commission, the Board of the Regional District shall appoint a successor for the remainder of such member's term.
- (f) A member who fails to attend three (3) consecutive regular meetings without permission of the Commission may have their appointment to the Commission terminated.
- (g) No appointee may serve more than three (3) consecutive terms.
- (h) At the request of the Electoral Area Director and under unique circumstances, such as a failure to attract nominations after thirty (30) days of appropriate notice of vacancy, the Regional Board may extend a Commission member's term beyond the six (6) year limit.

5. Commission Procedure

- (a) The Commission must, at its first meeting in January of each year, by secret ballot, elect a Chair, Vice Chair and Treasurer from among its members.
- (b) For the conduct of business each member of the Commission shall have one vote.
- (c) The rules and procedures which govern the Regional Board shall apply to the Commission where applicable.
- (d) Meetings are open to the public.
- (e) A quorum of the Commission is a majority of the members.

6. Delegation of Powers and Duties

The Regional Board hereby delegates to the Commission all of the administrative powers of the Regional Board with respect to the development, maintenance and operation of all community parks within the Service Area whether authorized before or after the adoption of this bylaw.

7. Budget

The Commission shall, on or before the 10th day of September in each year prepare 5-year operating and capital budgets covering all anticipated costs of acquisition, development, maintenance and operation of community parks, together with any estimates of expected revenues.

The budget shall:

- (a) be in a form approved by the Financial Officer of the Regional District;
- (b) be submitted for consideration of the Regional Board;
- (c) if requested by the Regional Board, be altered to the satisfaction of the Board, and the same be resubmitted not later than October 15th of that year; and
- (d) At no time provide for the creation of debt.

8. At least once annually the Commission shall meet with and discuss matters of common interest and responsibility with the Pender Islands Community Recreation Commission.

9. Repeal:

Bylaw No. 2970 cited as "Pender Islands Parks Commission Bylaw, 2002", and any amendments thereto, are repealed upon adoption of this bylaw.

10. Citation:

This bylaw may be cited as "Pender Islands Parks Commission Bylaw No.1, 2007."

READ A FIRST TIME THIS DAY OF 2007.

READ A SECOND TIME THIS DAY OF 2007.

READ A THIRD TIME THIS DAY OF 2007.

ADOPTED THIS DAY OF 2007.

CHAIR

SECRETARY

Capital Regional District

BYLAW NO. 3492

**A BYLAW FOR THE CONTINUATION OF A JOINT PARKS AND RECREATION
COMMISSION FOR SALT SPRING ISLAND ELECTORAL AREA**

WHEREAS:

- A. By Supplementary Letters Patent dated the 28th day of August 1975 the power to acquire, develop, operate and maintain community parks within the electoral areas was conferred on the Capital Regional District;
- B. By Supplementary Letters Patent dated the 3rd day of October 1975, as amended, the power to undertake community recreational programming within the electoral areas was conferred on the Capital Regional District;
- C. The Capital Regional District under Section 176(1)(g) of the *Local Government Act* is authorized to establish a commission and to delegate to the commission any or all of the administrative powers of the Regional Board.

NOW THEREFORE, the Board of the Capital Regional District, in open meeting assembled, enacts as follows:

1. Definitions

In this bylaw unless the context otherwise requires:

“BUDGET” means the 5-year financial plan (operating and capital);

“COMMISSION” means the Salt Spring Island Parks and Recreation Commission (formerly known as the Salt Spring Island Parks, Arts and Recreation Commission);

“DIRECTOR” means the Electoral Area Director for Salt Spring Island;

“REGIONAL BOARD” means the Capital Regional District Board;

“REGIONAL DISTRICT” means the Capital Regional District.

2. Membership

A joint parks and recreation commission established by Capital Regional District Bylaw No. 2860 is hereby continued and shall be known as the "Salt Spring Island Parks and Recreation Commission" and shall consist of nine (9) members as follows:

- (a) The Director representing the Salt Spring Island Electoral Area;
- (b) Eight (8) individuals appointed by resolution of the Regional Board and representing the Salt Spring Island Electoral Area.

3. Term of Office

The term of office for a member of the Commission, other than the Director representing the Salt Spring Island Electoral Area, shall be as follows:

- (a) The term of office for all appointments after the initial appointment will be for a two-year period commencing the first day of January in the first year of appointment and expiring on the 31st day of December of the second year of appointment, or until their successors are appointed.
- (b) Four (4) of the appointees shall be appointed in one year and the other four (4) shall be appointed in the succeeding year.
 - i) The initial appointments shall be a continuation of the members appointed under the previous bylaw except those members whose term expires on December 31, 2007.
 - ii) The appointments for the term of office commencing on January 1, 2008 will be one (1) appointee who shall hold office for a one (1) year term to expire on December 31, 2008 and two (2) appointees who shall hold office for two (2) year terms to expire on December 31, 2009.

4. Appointment

- (a) All vacancies on a Commission must be advertised or posted locally for at least thirty (30) days.
- (b) Recommendations for all appointments shall be made to the Director who will then make a recommendation to the Regional Board.
- (c) The Director is guided by but not bound by the Commission's recommendation.
- (d) Before the 1st of January every year, the Regional Board shall appoint or re-appoint members to the Commission to fill the terms of office of the members whose term expire as of the 31st of December in each year.
- (e) In the event of the death, resignation or disqualification of a member of the Commission, the Board of the Regional District shall appoint a successor for the remainder of such member's term.

- (f) A member who fails to attend three (3) consecutive regular meetings without permission of the Commission may have their appointment to the Commission terminated.
- (g) No appointee may serve more than three (3) consecutive terms.
- (h) At the request of the Electoral Area Director and under unique circumstances, such as a failure to attract nominations after thirty (30) days of appropriate notice of vacancy, the Regional Board may extend a Commission member's term beyond the six (6) year limit.

5. Commission Procedure

- (a) The Commission must, at its first meeting in January of each year, by secret ballot, elect a Chair, Vice Chair and Treasurer from among its members.
- (b) For the conduct of business each member of the Commission shall have one vote.
- (c) The rules and procedures which govern the Regional Board shall apply to the Commission where applicable.
- (d) Meetings are open to the public.
- (e) A quorum of the Commission is a majority of the members.

6. Delegation of Powers and Duties

The Regional Board hereby delegates to the Commission all of the administrative powers of the Regional Board with respect to the development, maintenance and operation of all community parks, the organization and conduct of recreational programs and the construction and administration of recreational facilities on Salt Spring Island whether authorized before or after the adoption of this bylaw.

7. Budget

The Commission shall, on or before the 10th day of September in each year prepare 5-year operating and capital budgets covering all anticipated costs of acquisition, development, maintenance, administration and operation of community parks and recreational facilities including debt servicing charges and of the organization and conduct of community recreational programs, together with any estimates of expected revenues.

The budget shall:

- (a) be in a form approved by the Financial Officer of the Regional District;
- (b) be submitted for consideration of the Regional Board;

(c) If requested by the Regional Board, be altered to the satisfaction of the Board, and the same be resubmitted not later than October 15th of that year.

8. Repeal:

Bylaw No. 2860 cited as "Salt Spring Island Parks, Arts and Recreation Commission Bylaw, 2001", and any amendments thereto, are repealed upon adoption of this bylaw.

9. Citation:

This bylaw may be cited as "Salt Spring Island Parks and Recreation Commission Bylaw No.1, 2007."

READ A FIRST TIME THIS DAY OF 2007.

READ A SECOND TIME THIS DAY OF 2007.

READ A THIRD TIME THIS DAY OF 2007.

ADOPTED THIS DAY OF 2007.

CHAIR

SECRETARY