

**TOWN OF CALMAR  
BYLAW #2017-15**

**BEING A BYLAW TO AUTHORIZE THE COUNCIL OF THE TOWN OF CALMAR TO ESTABLISH THE CALMAR AND DISTRICT RECREATION ADVISORY BOARD.**

**WHEREAS**, pursuant to Sections 145 and 146 of the Municipal Government Act, being Chapter M-26, Revised Statutes of Alberta, 2000, and amendments thereto, a municipal Council may pass a bylaw to establish and determine the functions of Council Committees and other bodies;

**NOW THEREFORE**, the Council of the Town of Calmar, duly assembled, hereby enacts as follows;

**SECTION 1.0 - THE COMMITTEE**

A joint committee shall be established between Leduc County and the Town of Calmar and shall be known as the Calmar and District Recreation Advisory Board.

**SECTION 2.0 - APPOINTMENTS**

2.1 The Board shall consist of:

- a) Nine (9) voting members, appointed by resolution of the Council for the Town of Calmar, the composition of which shall consist of:
  - 1. Three (3) voting members representing Calmar recreation groups;
  - 2. Four (4) voting members from the Public at Large who reside in Calmar or Leduc County;
  - 3. Two (2) voting members of Town Council appointed annually at the Organizational Meeting of Council;
  - 4. Board Members must commit to a minimum of One (1) year;
  - 5. The Board shall select a Chair, Vice Chair and a (recording) Secretary;
  - 6. The Board shall meet on such date(s), times and locations as determined at the discretion of the Board. Four (4) meetings minimum are required annually, with additional meetings at the discretion of the Board;
    - a. In addition, each member of the Board shall meet on a one-on-one basis with the Recreation Coordinator once each calendar year;
  - 7. A quorum shall consist of the majority of the appointed Board members; (when there is an even number of members voting, a tied vote means the resolution is defeated)
  - 8. The Town of Calmar Recreation Coordinator shall act as the Town liaison and advisor to the Board.

**SECTION 3.0 – ROLE AND RESPONSIBILITIES**

- 3.1 The Board shall be advisory to Council and shall not establish policy, authorize expenditures or commit Town resources.
- 3.2 Funding for the Board activities shall be identified in the Town budget and authorized during the annual budget process. Leduc County will contribute to Board expenditures through the Recreation/Library Cost Share Agreement.
- 3.3 The Board shall prepare and present information, regarding short and long term parks and recreation goals and objectives, to Town Council at least once per calendar year and prior to the annual municipal budget starting in June of each year.
- 3.4 The Board shall prepare recommendations to Town Council on matters referred to the Board, by Town Council, or initiated by the Board.
- 3.5 Bylaw #2014-08 is hereby repealed.

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**Read a first time this 6th day of November, 2017.**

**Read a second time this 6th day of November, 2017.**

**Read a third time, by unanimous consent, this 6th day of November, 2017.**

  
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Mayor, Wally Yachimetz

  
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Town Manager, Kathy Rodberg

**THIS BYLAW SIGNED THIS 6th DAY OF NOVEMBER, 2017**