

PEACE RIVER REGIONAL DISTRICT
By-Law No. 1855, 2009

A by-law establishing Rules of Procedures
for the North Peace Leisure Pool Civic Properties Commission

WHEREAS the Peace River Regional District is the owner and operates the North Peace Leisure Pool on behalf of a defined portion of Electoral Area 'B', Electoral Area 'C' and the City of Fort St. John;

AND WHEREAS the Peace River Regional District has established the North Peace Leisure Civic Properties Commission pursuant to Section 176 of the Local Government Act, and delegated certain duties, powers and responsibilities for the administration of the North Peace Leisure Pool facility;

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

Citation

1. This by-law may be cited as "North Peace Leisure Pool Civic Properties Commission By-Law No. 1855, 2009."

Definitions

2. In this By Law:

"Act"

means the Local Government Act;

"Commission"

means the North Peace Leisure Pool Civic Properties Commission;

"Commissioner"

means a member of the North Peace Leisure Pool Civic Properties Commission;

"Commissioner Address"

means the home, business, electronic or other address given to the Recording Secretary by each Commissioner for the delivery of any Notice, other than at a Location designated at the Fort St. John City Hall, or the Peace River Regional District office;

"Meeting"

means either a regular or special meeting, as the context requires;

"Regional District"

means the Peace River Regional District;

"Recording Secretary"

means the employee appointed and acting as secretary to the Commission;

"Special Meeting"

Means a meeting of the Commission other than a regular meeting;

Membership

3. The Commission is composed of six members known as the Commissioners as follows:
 - a. Peace River Regional District Director for Electoral Area "B" and another person nominated by the Director.
 - b. Peace River Regional District Director for Electoral Area "C" and another person nominated by the Director.
 - c. Two members of the City of Fort St. John Council.

Commission Duties and Responsibilities

4. The Regional District hereby delegates the Commission the following administrative duties, powers and responsibilities:
 - a. To establish policies, procedures and management goals and objectives for the operation of the facilities.
 - b. To negotiate, review and make recommendations for acceptance on all contracts to be entered into by the Regional District for the operation of the facilities and to monitor performance under these contracts.
 - c. To recommend each year, budgets to the Peace River Regional District by February 15 including financial statements, attendance records, staffing, repairs and maintenance, and capital expenditures.

Rules of Procedure for Commission Meetings

5. The Commission shall conduct meetings under the "Peace River Regional District Procedure By-law No. 1633, 2006", or as amended from time to time.

Time and Location of Regular Meetings

6. A regular meeting is to be held at the time, date and location fixed by resolution of the Commission from time to time. Notice of regular meeting(s) to each Commissioner is not required.

Notice of Regular Commission Meetings

7. At least 72 hours before a regular meeting of the Commission, the Recording Secretary must give public notice of the time, place and date of the meeting by way of a notice posted on the bulletin board at the North Peace Leisure Pool.
8. At least 24 hours before a regular meeting of the Commission, the Recording Secretary must give further public notice of the meeting by:
 - a. posting a copy of the agenda on the notice board; and
 - b. leaving copies of the agenda at the Reception Counter of the North Peace Leisure Pool for the purposes of making them available to members of the public.
9. At least 24 hours before the regular meeting of the Commission, the Recording Secretary must deliver a copy of the agenda to each member of the Commission at the place to which the Commission member had directed notices be sent.

Appointment of Chair

10. The Chair of the Commission shall be one of the elected officials appointed to the Commission. The Chair will preside for one year at a time from January to December and be elected from among the appointed Commissioners each December, to Chair for the following year.

News Releases


11. News Releases will be prepared at the direction of the Commission by the Recording Secretary and distributed to the media as per the North Peace Leisure Pool Communication Policy.

Repeal

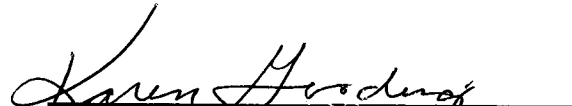
12. "North Peace Leisure Pool Civic Properties Commission By-law No. 1070, 1996", is hereby repealed.
13. "North Peace Leisure Pool Civic Properties Commission Procedure By-law No. 1278, 2000" is hereby repealed


READ a FIRST TIME this 14th day of May, 2009
READ a SECOND TIME this 14th day of May, 2009
READ a THIRD TIME this 14th day of May, 2009
ADOPTED this 14th day of May, 2009

CERTIFIED a TRUE and CORRECT
COPY of "North Peace Leisure Pool
Civic Properties Commission Procedure
By-law No. 1855, 2009."


Fred Banham,
Chief Administrative Officer

THE CORPORATE SEAL of the Peace
River Regional District was hereto
affixed in the presence of:


Karen Goodings, Chair


Fred Banham,
Chief Administrative Officer