

VILLAGE OF LONGVIEW AND AREA RECREATION COMMITTEE BYLAW 479-25

BEING A BYLAW IN THE VILLAGE OF LONGVIEW IN THE PROVINCE OF ALBERTA TO ESTABLISH THE VILLAGE OF LONGVIEW AND AREA RECREATION COMMITTEE

WHEREAS the Municipal Government Act RSA 2000, Chapter M-26, and amendments thereto, provides that a council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and for services provided by or on behalf of the municipality

AND WHEREAS the council of the Village of Longview deems it expedient and in the public's interest to establish a Recreation Committee in the Village of Longview to exercise the control, supervision and management of any recreation program, facility, park and public space as Council may determine.

NOW THEREFORE, the Council of the Village of Longview, duly assembled, enacts as follows:

1. Title
 - a) That there is hereby established the "Village of Longview and Area Recreation Committee."
2. Definitions
 - a) COMMITTEE shall mean and include all members of the Village of Longview and Area Recreation Committee.
 - b) COUNCIL shall mean the Council of the Village of Longview.
 - c) MEMBER shall mean a member of the Village of Longview and Area Recreation Committee.
 - d) VILLAGE shall mean the Village of Longview
3. Establishment
 - a) There is hereby established and constituted a Committee for the purposes of advising Council in pursuing and implementing recreation programs, facilities, parks and public open spaces and services within the area.
 - b) The Committee shall be deemed a Committee of Council and shall be responsible and accountable only to Council.
 - c) The Committee will be responsible and accountable for the revenue assigned to it by the Council. The Committee shall be further accountable for all expenditures made from funds under its control
 - d) At least annually the Committee shall submit a statement of income and expenditures to the Village and a list of any other organizations or entities that provide funding.
 - e) The mandate of the Committee in conducting all its duties shall be the development of a broad range of recreation services that will provide the opportunity for people of all ages to benefit from their leisure time.
 - f) The Committee shall hear and consider representations of any individual, organization, or delegation from within the area with respect to recreation and shall act upon any recommendations that are in the best interest of the recreation public within the area.
 - g) The Committee shall co-operate with and encourage organizations that are supporting and promoting recreation in the area.
4. Committee Composition
 - a) The Committee shall consist of a minimum of three (3) voting members and a maximum of five (5) voting members. One Council member will attend (not be a Recreation Committee Member, not be able to vote) as Council liaison. They shall not be able to hold the position of Chairperson.
 - b) Members of the Committee shall be appointed by the Village Council for a term or two (2) years.

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- c) Members shall be able to serve for two (2) consecutive terms. Members shall be able to continue as Recreation Committee member as long as no other person is expressing interest to become a Committee member.
- d) All members must be a resident of the area and shall remain members only so long as they remain a resident of the area.
- e) In the event of a vacancy the Village may appoint a successor to serve the balance of the term.
- 5. **Members Responsibilities**
 - a) In the first meeting of each calendar year the Committee shall elect from its membership a Chairperson, a Secretary and a Treasurer each to hold office until the first meeting of the following year.
 - b) The Committee shall hold meetings quarterly at a minimum but shall otherwise be entitled to schedule additional meetings as they deem necessary.
 - c) The place and time of meetings shall be determined by the Committee. Should they wish to hold meetings in the Village Council Chambers, they may do so upon consulting with administration as to availability.
 - d) Meetings of the Committee shall be open to the public and notice of the regular meetings, times and dates shall be posted on the bulletin Committee outside the Village Office door and elsewhere as per the Village Communication Policy.
 - e) The Chairperson, or members of the Committee, may call a special meeting by notice in writing no less than three full days prior to the date and time of the meeting. Such notice shall specify the date, time and place of the meeting and shall also be posted on the Village Office bulletin Committee.
 - f) The Committee shall maintain a record of its operations through a minute book and through financial books of account. Copies of all minutes shall be submitted to the Village Council.
- 6. **Budget and Finance**
 - a) In January of each year the Committee shall provide the Village with a statement of the previous years' use of funds and a proposed budget of estimated receipts and expenditures for the coming year.
 - b) Given the responsibility of the Council to ratepayers, all planned expenditures of the Committee greater than \$500 must be first approved by Council.
 - c) All funds for the Committee shall be held in trust by the Village and the payment of accounts and the deposit of receipts shall be made by the Village upon the direction of the Committee. To this end the Committee will submit a voucher attached to any pertinent paper work.
 - d) Neither the Committee or any of its members shall have any authority to pledge the credit of the Village or any other funder in connection with any matter whatsoever. Neither shall the Committee or any member of the Committee have the power to authorize any expenditure to be charged to the Village.
 - e) The Committee shall not, in any case, borrow funds.

All previous Recreation Board Bylaws of the Village of Longview are hereby rescinded.

This bylaw comes into force and effect upon the date of third reading and being signed.

READ A FIRST AND SECOND TIME this 20th day of May 2025.

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UPON MOTION DULY MADE AND UNANIMOUSLY CARRIED, Council of the Village of Longview will proceed to 3rd Reading.

UPON MOTION DULY MADE AND CARRIED, READ a third time this 20th day of May 2025.



Mayor

Chief Administrative Officer