

SECHELT INDIAN BAND

LAW NO. 1996-04

SECHELT INDIAN BAND RECREATION COMMISSION

WHEREAS the Sechelt Indian Band desires to create a commission to organize and conduct recreational programs for Band members;

AND WHEREAS Part III, Division 1, section 17 of the Constitution of the Band and paragraphs 14(1)(t) and (u) of the Sechelt Indian Band Self-Government Act authorize the Council of the Band to make laws in relation to the good government of the Band or its members and to create administrative bodies and agencies to assist in the administration of the affairs of the Band;

NOW THEREFORE the Council of the Sechelt Indian Band, in open meeting assembled, enacts as follows:

SHORT TITLE

- 1. This law may be cited for all purposes as the "Sechelt Indian Band Recreation Commission Law".

DEFINITIONS

- 2. In this Law,

"Band" means the Sechelt Indian Band;

"Band Member(s)" means a member of the Sechelt Indian Band;

"Council" means the Chief and Council of the Sechelt Indian Band as duly constituted;

"Councillor(s)" means the duly elected Chief or member of the Council of the Sechelt Indian Band as the case may be;

"quorum" means seven (7) voting members.

TO PURPOSE

- 3.1 The Commission shall act in an advisory (and operational) capacity in the consulting and planning, developing, coordinating and implementing recreational programs, facilities

and cultural services for members of the Sechelt Indian Band and to strive towards the development and implementation of these services and facilities through the development and use of a recreation master plan.

- 3.2 The Commission shall act as a liaison between the Sechelt Indian Band, Sechelt Indian Government District and the general public.
- 3.3 The Commission will provide a forum whereby individuals and/or organizations may bring requests, complaints and suggestions within the mandate of the Commission to the attention of the Sechelt Indian Band and the Commission.
- 3.4 The Commission may develop a parks manual or recommend the formation of a specific parks committee.

COMPOSITION OF COMMISSION

- 4.1 The Commission will be made up of \_\_\_\_\_ ( ) members each having one vote. The members shall be appointed by the Council;
- 4.2 The members shall elect from among its members a Chairman and a Vice-Chairman at the first meeting of each year.
- 4.3 The Chairman, or in his/her absence, the Vice-Chairman, shall preside at all meetings, maintain order and determine all points of order as they arise. All points of procedure shall be determined in accordance with the provisions of the appropriate Sechelt Indian Band directives either through policy or Sechelt Indian Band Laws. The quorum necessary for the transaction of business of the Commission shall be seven (7) voting members. In the case of equality of votes, the Chairman shall so decide.
- 4.4 Appointments to the Recreation Commission shall be for two (2) year terms and shall be made during the month of May in each such year, except when filling a position vacated during the course of the term and all two (2) year appointments shall expire on the 31st day of May. The Commission may make recommendations to Council on appointments to the Commission. The recommendations shall be made to Council by February 15th of each year, or within thirty (30) days in the case of an appointment to fill a vacancy.
- 4.5 Except for a Band Councillor, no person shall be appointed for more than two (2) consecutive terms, but shall be eligible for reappointment after being off the Commission for a period of twelve (12) consecutive months.

- 4.6 Expect because of illness or with leave of the Commission, if a member of the Commission is continually absent, from the Commission for a period of three (3) consecutive regular meetings, he/she shall be automatically disqualified from holding office for the remainder of his/her term and Council shall be so advised by the Secretary in order that the appropriate action be initiated.
- 4.7 The Council may, by an affirmative vote of not less than two-thirds (2/3) of all members thereof, remove any member of the Commission. Appointments to fill vacancies shall be made within sixty (60) days of any occurrence of removal, the term shall be the unexpired term of the member who was removed.
- 4.8 The Council shall appoint the recreation director, or a person from the Band Office staff to serve as executive secretary for the Commission.
- 4.9 As an advisor in the absence of the recreation director, the Chairperson shall appoint a member of Council or a member of Council staff to attend a meeting in his/her place in the event that he/she is not able to attend a meeting of the Commission. The appointed person is deemed to have the voice of the recreation director during the course of that meeting only, unless he/she is reappointed in subsequent meetings when the recreation director is absent.
- 4.10 The Commission shall meet at least six (6) times a year. All such meetings shall be open to all Band members. The Commission members shall regulate their meetings as they see fit and shall not hold in-camera meetings. A copy of the Minutes of the previous meeting will be provided prior to each meeting to each member.
- 4.11 It shall be the duty of the appointed Secretary, or in his/her absence, his/her delegate, to prepare and retain custody of minutes of the proceedings of the meetings of the Commission and to communicate to Council all recommendations of the Commission. The Band Council staff may be called upon to provide assistance and information.
- 4.12 Copies of the Minutes of all meetings shall no later than four working days after each meeting and before adoption, be distributed by the Secretary to members of Council, Commission members and the recreation director.

**DUTIES**

- 5.1 The Commission shall specifically assist the Band Council in an advisory capacity:
- a) by considering and making recommendations for the development, improvement and implementation of recreation and park services in the Band community;
  - b) from time to time, as development progresses or changed conditions demand, by recommending additions or deletions to existing recreational programs;
  - c) by considering and making recommendations regarding major public recreations programs and facilities;
  - d) by considering any matters dealing with the recreational development of the Band community which the Commission may deem expedient;
  - e) by encouraging all Band members to assume their share of responsibility and participate in the support of community recreation;
  - f) by considering and making recommendations of a Recreation Master Plan and by annually reviewing the Master Plan to determine successes and failures and to consider and make recommendations on an annual updated basis;
  - g) by annually recommending to the Band Council for approval of seasonal schedule or schedules for use of recreation facilities but day to day changes shall be approved by the recreation director;
  - h) by developing a parks manual or recommending the formation of a parks committee;
  - i) by establishing committees to study and report to the Commission on any related matter including fund raising;
  - j) to act as a liaison for recreation and activities between the Band, the Sechelt Indian Government District and members of the public;
  - k) by reviewing the annual operating and capital budget for parks and recreation and making recommendations to Council at the time of the provisional budget and preparation of the final budget each year.

5.2 The Commission shall be responsible for the day to day operation of recreation services. The Commission shall become involved in all aspects of administrative duties of, and relating to, parks and recreation delivery in the Sechelt Indian Band community and shall provide direction to the recreation director.

Read a first time this \_\_\_\_ day of \_\_\_\_\_, 1996.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, 1996.

Read a third time this \_\_\_\_ day of \_\_\_\_\_, 1996.

Reconsidered, finally passed and adopted by the Band Council and signed by the Chief on the \_\_\_\_ day of \_\_\_\_\_, 1996.

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Chief Garry Feschuk

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