



**TOWN OF WINDSOR
BYLAW # 23
RECREATION ADVISORY COMMITTEE BYLAW**

REPEALED SEPTEMBER 20, 2007 and replaced with Bylaw #03

Pursuant to the provisions of the Municipal Government Act;

BE IT HEREBY RESOLVED THAT By-law Number 23 of the By-laws of the Town of Windsor, the Recreation Commission By-law, as passed by the Town Council on May 13, 1993 and Approved by the Minister of Municipal Affairs on June 28, 1993 and all amendments thereto be repealed and the following substituted therefore:

23 RECREATION ADVISORY COMMITTEE

- 23.01** There is hereby established a Recreation Advisory Committee to be known as the Windsor Recreation Advisory Committee to advise the Council on the implementation and pursuit of a recreation program for the Town of Windsor referred to herein as the "Advisory Committee".
- 23.02** The Advisory Committee shall consist of nine (9) members who shall be appointed by resolution of the Council. The non-council members shall receive such payment for their services as the Council may from time to time by resolution decide. The said members shall be:
- (a) the Mayor of Windsor;
 - (b) all of the members of Town Council to be appointed by Council for a one year term;
 - (c) four (4) non-Council members to be appointed by Council each for a two year term;
 - (d) all members shall not be of the same sex.
- 23.03** All members shall remain in office until their respective successors are appointed or until they cease to be members of Council as the case may be.
- 23.04** Retiring members shall be eligible for reappointment.
- 23.05** In the event of a vacancy occurring, the person appointed to fill such vacancy shall hold office for the remainder of the term of the member replaced.
- 23.06** All persons appointed as members of such Advisory Committee shall be residents of the Town of Windsor and shall remain members only during such

time as they continue to be residents of the Town; and a member appointed pursuant to 23.02 who ceases to be a resident of the Town shall cease to be a member of the Advisory Committee.

- 23.07** Every non-Council member of the Advisory Committee who shall be absent from three consecutive meetings of the Advisory Committee shall (unless such absence be caused through illness or is authorized by resolution of the Advisory Committee entered upon its minutes) ipso facto forfeit the office and another member shall be appointed for the remainder of the term of office, providing that the member so forfeiting the office shall be eligible for reappointment.
- 23.08** The Chairman of the said Advisory Committee shall be chosen at the first meeting of the Advisory Committee which shall take place within one month of the new fiscal year. A Vice-Chairman shall also be chosen at this time.
- 23.09** Regular meetings of the Advisory Committee shall be held at least once every two months, the time and place of such regular meetings to be determined by the Advisory Committee, but may be changed by the Advisory Committee from time to time as said Advisory Committee may deem advisable.
- 23.10** Special meetings may be called on twenty-four hours notice by the Chairman or at the request of any three members of the Advisory Committee.
- 23.11** A Minute Book shall be kept and minutes of all regular and special meetings shall be recorded therein by the Secretary of the Advisory Committee or the Secretary pro-tem. Copies of all minutes shall be filed with the Town's Chief Administrative Officer.
- 23.12** A quorum of said Advisory Committee shall be four (4) members of the Advisory Committee notwithstanding the definition of "quorum" contained in 01.02 (i) of the Interpretation By-law.
- 23.13** The Chair is eligible to vote on all questions and, in the event of a tie, the motion shall be lost.
- 23.14** At the first meeting of the Advisory Committee which shall take place within one month of the new fiscal year, members of the said Advisory Committee shall be selected to serve on the following Advisory Committee/facility review subcommittees:
- (1) Pool
 - (2) Playgrounds/Sports Fields
 - (3) Community Centre
 - (4) Rink
- These facilities are to be inspected at least once a year to report on safety issues, maintenance and repair issues, and to suggest any future developments.
- 23.15** The Advisory Committee may appoint other subcommittees from time to time as it deems necessary to deal with any special phase of the matters coming within the scope and jurisdiction of the Advisory Committee as herein set forth.
- 23.16** All Advisory Committee subcommittees are responsible for:

- (a) assisting and advising the Recreation Director on matters of importance in their respective areas of responsibility;
- (b) making reports and recommendations to the Advisory Committee on matters of importance in their respective areas of responsibility.

23.17 The Advisory Committee shall make recommendations to the Council on rules and regulations concerning land and buildings as it may deem necessary from time to time, provided that such rules and regulations must be prescribed by the Council to become effective.

23.18 The Advisory Committee shall make recommendations with respect to equipping and supervising public playgrounds, athletic fields, recreation centres and other recreation facilities and activities on any of the properties owned or controlled by the Town.

23.19 The Advisory Committee shall:

- (a) Propose policies and make policy recommendations to the Council respecting festivals and other cultural facilities and services, and libraries and make recommendations to the Council with respect to any such facilities and services.
- (b) Review and formulate proposed policies and make policy recommendations to the Council respecting the nature, extent and manner of provision of the Council's cultural facilities and services including archives; art galleries; museums and other provincial and local museums.

23.20 With respect to the operation of the Elmcroft Playground, the following policies will apply:

- (a) Except by the consent in writing of the Advisory Committee or as in these By-laws provided, no person other than children under fourteen years of age and the duly authorized supervisor and assistants and the licensees of the Advisory Committee shall make any use of the Elmcroft Playgrounds.
- (b) The Advisory Committee may authorize persons other than the said children to make use of the said grounds during hours other than those set apart for the children and may charge such fee for the use of the grounds as the Advisory Committee may see fit.
- (c) No obscene, nor profane language, nor violent, nor unruly conduct shall be permitted upon the playgrounds at any time.
- (d) Alcoholic beverages shall not be present or consumed upon the grounds.

Those in violation of this By-law shall, upon resolution of Council, lose their privilege to use the playgrounds.

23.21 The Recreation Advisory Committee shall be consulted on all matters affecting the development and maintenance of Town owned recreational facilities.

23.22 The Advisory Committee shall be consulted whenever it is proposed to lease or to sell or to otherwise dispose of any Town land that is held for park purposes or

for other public recreation purposes and whenever it is proposed to purchase or otherwise acquire land for public recreation purposes.

- 23.23** The Advisory Committee shall make general recommendations concerning the appointment by Council of a Director of Recreation and such other staff as it deems necessary.
- 23.24** The Advisory Committee shall co-operate with and encourage all organizations, public, private, civic, social, and religious, within the Town, supporting, promoting or working for any culture, recreation or fitness event.
- 23.25** The Advisory Committee shall hear and consider representation by any individual, organization or delegation of citizens with respect to culture, recreation and fitness and act on such recommendations arising therefrom as the Advisory Committee shall deem to be in the general interests of all citizens.
- 23.26** Neither the said Advisory Committee nor any member thereof shall have power to pledge the credit of the Town in connection with any matters whatsoever nor shall the said Advisory Committee, nor any member thereof have any power to authorize expenditure to be charged against the Town of Windsor.

Clerk's Annotation for Official By-Law Book

Date of first reading of by-law: July 24, 2007

Date of advertisement of Notice of Intent to Consider: August 9, 2007

Date of second reading of by-law: August, 28, 2007

*Date of advertisement of Passage of By-Law: September 20, 2007

Date of mailing to Minister a certified copy of By-Law: September 21, 2007

I certify that this COMMITTEE BY-LAW was adopted by Council and published as indicated above.

Louis Coutinho

Louis Coutinho
Chief Administrative Officer
Town of Windsor

21 September 07

Date