

City of New Westminster

TERMS - PARKS AND RECREATION COMMITTEE

Terms of Reference

Mandate:

1. To advise Council on parks and recreation issues referred to the committee for further examination.
2. To monitor ongoing aspects of the delivery of recreational services by the New Westminster Parks and Recreation Department, and, if necessary, make recommendations to Council.
3. To keep Council informed of issues relating to Irving House facilities and the City's Museums and to advise Council in relation to these matters.

Voting Members:

The Committee shall consist of 8 members, as follows:

- Members of Council (1)
- Representatives from the community (6), of which at least one shall have a background and/or interest in museums and archives
- Representative from the School Board (1)

Advisors:

- Representatives from the Parks and Recreation Department

Term:

The term for all voting members appointed by City Council will be the period from February of the year to January of the following year.

Chair:

The member of City Council shall be designated Chair. In the absence of the Chair, the members shall select one of the voting members to act as Chair at that meeting.

Attendance:

Members shall advise the Recording Secretary of their intent to attend or to be absent from a meeting. Any member who is absent from three consecutive meetings of the Committee, or in excess of one-third of all meetings over any six month period without leave of absence from the Committee, or a reason satisfactory to the Committee, shall by Committee resolution, cease to be a member of the Committee. The City Council shall have the power to remove any member of the Committee from office at any time.

Quorum:

A quorum shall consist of half the voting members plus one.

If a quorum is not present within 30 minutes following the time at which the meeting was to commence, the Recording Secretary shall record the names of the members present at the meeting, and the meeting shall stand adjourned.

Rules of Procedure:

Committee procedures shall be governed by:

1. The Council Procedure Bylaw; and
2. The "Rules of Conduct: Standing Committees and Advisory Bodies" provided, and as revised from time to time.

Amended: Inaugural Meeting of Council, December 6, 1999.

Amended: Closed Meeting, December 8, 2003.

Amended: Closed Meeting, January 12, 2004.

Amended: Closed Meeting, January 16, 2006

Amended: Closed Meeting, December 10, 2007