

Town of Raymond
Bylaw 920-06

**A BYLAW OF THE TOWN OF RAYMOND IN THE PROVINCE OF ALBERTA
TO PROVIDE FOR THE ESTABLISHMENT OF A COMMUNITY SERVICES
ADVISORY BOARD FOR THE TOWN OF RAYMOND**

WHEREAS the Council of the Town of Raymond deem it in the best interest of their community to establish a Community Services Advisory Board.

NOW THEREFORE the Council of the Town of Raymond duly assembled, ENACTS AS FOLLOWS:

1. Definitions: As established and intended by this bylaw;
 - a) **"BOARD"** shall mean the Town of Raymond Community Services Advisory Board
 - b) **"COUNCIL"** shall mean the council of the Town of Raymond.
2. Purpose
 - a) The Board can provide vision and advice on matters pertaining to equipping recreation facilities, owned or controlled by the Town of Raymond.
 - b) The Board may be consulted on matters affecting the development, maintenance, and use of public recreation facilities, and make recommendations thereon to Council
 - c) The Board is to co-operate with and encourage all individuals and organizations, public, private, civic, social, religious, within the Town, supporting, promoting and working for any recreational interest.
 - d) The Board is responsible to offer recommendations to Council regarding policy, rules, and regulation as they relate to matters affecting recreation.
 - e) The Board can provide vision and advice to Council for the efficient and orderly development of community services for the future.
 - f) The Board can provide recommendations to Council regarding community programming initiatives.

3. Composition of the Board:

- a) The Board shall consist of seven members, whom shall be appointed by Resolution of Council.
- b) The said members to consist of:
 - One member of Council,
 - One member of the County of Warner #5 Council,
 - One member appointed by the County Council from the County,
 - Four members appointed by the Council for the community at large.
- d) All persons appointed as members of the Board shall be residents of the Town of Raymond or the County of Warner #5 and shall remain members only during such time as they continue to be residents of the municipality that they represent
- e) In the event of a vacancy occurring on the Board, the person appointed to fill such vacancy shall hold office for the remainder of term for the individual being replaced.
- f) Council may remove any Board member at any time.

4. Member's Role on the Board

- a) The Board shall annually elect one of it's members as Chair; one as Vice-Chair and one as Secretary.
- b) All persons appointed as members of the Board shall be residents of the Town of Raymond or the County of Warner #5 and shall remain members only during such time as they continue to be residents of the municipality that they represent.
- c) In the event of a vacancy occurring on the Board, the person appointed to fill such vacancy shall hold for the remainder of term for the individual being replaced.
- d) Council may remove any Board member at any time.

Duties of Officers are as follows:

- 1) Chair: The Chair shall preside at all meetings of the Board and be ex-officio member of all sub-committees.

- 2) Vice Chair: In the absence of the Chair the Vice Chair shall exercise all powers and duties of the Chair.
- 3) Secretary: Duties of the Secretary shall be as follows: make or cause to be made, the minutes of each meeting; verify the attendance of Board members at each meeting; file the attendance record in the minutes.

5. Conduct of Board Meetings

- a) Special meetings may be called on twenty-four (24) hour notice by the Chair or at the request of any three members of the Board.
- b) A minute book shall be kept and minutes of all regular and special meetings shall be recorded therein by the secretary of the Board. Copies of all minutes shall be filed with the Town's Community Service Director.
- c) A quorum of the Board shall be a majority of the members of the Board.

6. Budget and Finance

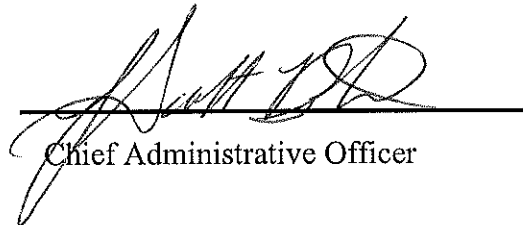
- a) When required to do so the board can provide vision and advice to Council in regards to matters affecting the Recreation Budget.
- b) Neither the Board nor any member thereof shall have the power to pledge the credit of the Town in connection with any matters whatsoever, nor have any power to authorize any expenditure to be charged against the Town of Raymond.

7. Bylaw 894-02 is hereby rescinded.

Read a first time this 6th day of June 2006
Read a second time this 27th day of June 2006
Read a third time this 27th day of June 2006



Mayor



Chief Administrative Officer