



Item
Meeting.....2021 June 28

COUNCIL REPORT

TO: ACTING CITY MANAGER **DATE:** 2021 June 20

FROM: DIRECTOR PARKS, RECREATION & CULTURAL SERVICES **File:** 2410-20

SUBJECT: AMENDMENTS TO BURNABY PARKS, RECREATION AND CULTURE COMMISSION BYLAW

PURPOSE: To amend the Burnaby Parks, Recreation and Culture Commission Bylaw 1969 to ensure compliance with Burnaby Procedure Bylaw and update meeting information.

RECOMMENDATION:

1. THAT Council authorize the City Solicitor to bring forward a bylaw to amend the Burnaby Parks, Recreation and Culture Commission Bylaw 1969, as outlined in the report.

REPORT

1.0 INTRODUCTION

The Parks, Recreation and Culture Commission Bylaw was last amended on 2003 January 27. Since that time, changes to Terms of Reference for other Committees such as the Executive Committee necessitate changes to the Parks, Recreation and Culture Commission Bylaw.

2.0 PROPOSED BYLAW AMENDMENTS

2.1. APPOINTMENTS

The Commission is appointed by Council at any regular meeting.

Section 3 (1) of the Burnaby Parks, Recreation and Culture Commission Bylaw states that Council appoints members at its inaugural meeting which is not always the case.

Current

3. (1) *The Council, at its inaugural meeting each year, shall appoint members for a term of three years to fill vacancies created by members of the Commission whose appointments have expired, and shall appoint two Council members to the Commission for a one-year term.*

Proposed

3. (1) *The Council shall, at a regular meeting, appoint members for a term of three years to fill vacancies created by members of the Commission whose appointments have expired, and shall appoint two Council members to the Commission for a one year term.*

Recommendation repeal and replace Section 3(1) to provide more clarity on when appointments of Commission members are to take place.

2.2. MEETING SCHEDULE

The Parks, Recreation and Culture Commission meets once a month with the exception of August in which there is no meeting. Community meetings take place three times a year at various City facilities to provide an opportunity for question and answer periods to the general public.

Section 9(1) of the Burnaby Parks, Recreation and Culture Commission Bylaw stipulates that in months where there is a Community Meeting a second meeting should take place. This is not the case.

Current

9. (1) *The Commission shall hold regular meetings once in each month, except that where a Community Commission meeting is held, a second regular meeting shall be held in the same month.*

Proposed

9. (1) *The Commission shall hold regular meetings once in each month, with the exception of August.*

Recommendation repeal and replace Section 9(1) to update the meeting information to reflect the current schedule of one meeting per month except August.

2.3. SCHEDULE “A”

Section 18 of the Bylaw provides that Council delegates to the Commission the powers of Council as set out in Schedule A of the Bylaw. Schedule A has several areas that need to be updated.

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Schedule A, Section 5(a) refers to the Council of Public Instruction. Until 1971, the Council of Public Instruction was the highest authority in the public school system of British Columbia. It was abolished in 1971.

Current

5. *The Council does hereby authorize and empower the Commission:*
- (a) *to organize and conduct a recreation programme in accordance with rules or regulations prescribed by the Council of Public Instruction;*
 - (b) *to conduct recreation programmes within the Province of British Columbia*

Proposed

5. *The Council does hereby authorize and empower the Commission:*
- (a) *to organize and conduct a recreation program in accordance with rules or regulations prescribed by the Board of Education School District 41; [*
 - (b) *to conduct recreation programs within the Province of British Columbia.*

Recommendation: repeal and replace Schedule A Section 5(a) to reference the appropriate school authority.

Schedule A, Section 6 stipulates that all requests for grants and financial assistance to athletic and recreational bodies shall be directed to the Parks and Recreation Commission and that they shall examine all requests and make appropriate recommendations to Council

Currently the Terms of Reference for the Executive Committee reflects that their role is to assist cultural, athletic and volunteer assistance groups who provide a service or conduct promotional activities beneficial to Burnaby.

Current

6. *All requests for grants and financial assistance to athletic and recreational bodies shall be directed to the Parks and Recreation Commission. It shall examine all such requests and recommend appropriate action to the Council.*

Proposed

6. *All requests for financial assistance to athletic and recreational bodies shall be directed to the Parks and Recreation Commission. It shall examine all such requests and recommend appropriate action to the Council.*

Recommendation: repeal and replace Schedule A, Section 6 to remove the word “grant”. The Executive Committee of Council oversees the grant program in its entirety. Therefore, only requests for financial assistance should be directed to the Parks and Recreation Commission.

3.0 CONCLUSION

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Staff recommend Council authorize the proposed amendments to the Burnaby Parks, Recreation and Culture Commission Bylaw 1969 based on the information provided in this report:

- Repeal and replace Section 3(1) to provide for appointments of members to take place at a regular meeting of Council.
- Repeal and replace Section 9(1) to update the meeting information to reflect the current schedule of one meeting per month except August
- Repeal and replace Schedule A, Section 5(a) to properly reflect the appropriate school authority as Board of Education Burnaby School District.
- Repeal and replace Schedule A, Section 6 and remove the word “grant”, as the Executive Committee of Council currently oversees the grant program in its entirety.

If approved by Council, amendments to the Burnaby Parks, Recreation and Culture Commission Bylaw 1969 will be brought forward, as outlined in this report.



Dave Ellenwood
Director Parks, Recreation and Cultural Services

Cc: Director Corporate Services
City Clerk
City Solicitor