

Parks, Beach, Playground and Sports Court Committee

Purpose:

Committee has responsibility to oversee Pioneer Point (Beach), Songbird Lane, Friendship Field, (Ball Diamond), Millennium/Generations and Playground, Lake-view rise, Outlaw Raven and Mountain View parks and the Sports court for the use by the village and the public.

- a) Ensures parks are kept looking great.
- b) Ensures playground and pathways are kept well maintained.
- c) Defines and recommends to Council policies related to use of parks, beach, playground and Sports court.
- d) Looks to future use and develop new ideas for activities and structures.

Governance:

Committee is responsible to Parks, Culture and Recreation Board. Committee Chair is deemed to be the representative on the Park, Culture and Recreation Board. Council representative provides guidance and communication link to Council. Council representative does not vote on issues nor are they counted as part of members attending meeting.

Members:

- a) Committee shall be comprised of 5 members and one council representative.
- b) Council shall approve committee members for a term of 2 years, with no limit on renewal.
- c) Chair and secretary appointed at the start of calendar year by committee members.

Functions:

1. Identify what needs to be done routinely to support program activities; maintenance required within park, beach and playground areas and equipment located within these areas. Communicates with Operations Manager these requirements for parks, beach, playground and sports court.
2. Defines signage and periodically review to ensure in good order.
3. Identifies and participates along with Operations staff and Council on special projects within parks, beach, or playground.
4. Work with other committees and Operations as needed.
5. Obtains and works with volunteers for activities and as support to Operations. Create work bees with volunteers to clean up parks.
6. Committee will provide recommendations to Operations Manager on provision of sand, crusher dust or other products required for parks, beach or playground.
7. Prepares annual operations budget and project requests for inclusion in Parks, Culture and Recreation Board budget submission to Council.
8. Receives Request for Use of Community Facilities for use of park, beach, playground or Sports court and takes forward to Parks, Culture and Recreation Board for review.

Meetings and Reports

- a) Committee meetings will occur 2-3 times a year, determined by the call of the Chair or Council representative.
- b) There must be quorum present at each meeting. A quorum shall consist of at least 50% of the committee plus one.
- c) At the first meeting of the calendar year, the chairman and secretary of the committee shall

be selected by a majority of committee members. Term of office shall be two years.

- d) Members absent from all regular meetings during a period of 3 months in which at least 2 meetings are held may result in disqualification for the committee.
- e) Representative reports on committee activities at Parks, Culture and Recreation Board Meetings.

Policies

- a) Parks, beach and playground are unsupervised areas.
- b) Written requests on Request for Use of Community Facilities form, for program or activity or large group use of facilities will be taken to Parks, Culture and Recreation Board for approval. If approved by Board, recommendation will be submitted to Council for final decision.
- c) Parks, beach or playground areas cannot be closed for private functions.
- d) No fees are charged for parks, beach or playgrounds.
- e) From time to time the Sports court may be closed for league or competition play.