



Alberni-Clayoquot Regional District

PARKS SERVICE REVIEW COMMITTEE MEETING

WEDNESDAY, November 4, 2015, 10am

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

AGENDA

- 1. Elect Chair of the Parks Service Review Committee**
- 2. Presentation by Brian Farquhar, Parks & Trails Manager – Cowichan Valley Regional District**
- 3. Review the Terms of Reference for the Parks Service Review Committee**
- 4. Community Parks vs Regional Parks**
- 5. Next Steps**
 - Set meeting date for December



MEMORANDUM

To: Russell Dyson, CAO and Regional Board
From: Heather Adair, Jr Planner
Date: May 6, 2015
Subject: Terms of Reference for the Parks Service Review Committee

Terms of Reference

Review and advise on the following:

1. the future components of a park system that reflect regional equality and the financial impact;
2. member participation in the Regional Parks service;
3. the role and options for community park associations;
4. options for conversion bylaw including spending limits;
5. options for a financial plan;
6. invite other Regional Districts to provide presentation highlighting their success stories and challenges; and
7. develop terms of reference for Parks & Trail Committee to help implement the Parks & Trails Strategic Plan.

Membership

The Parks Service Review Committee is appointed by the Board of the Regional District. The committee shall be comprised of 5 -7 members with representation of municipal directors, electoral directors, First Nation directors and geographical areas.

Structure and Procedures

The Parks Service Review Committee will elect a Chairperson, record the minutes and provide recommendations to the Regional Board in writing. The Parks Service Review Committee must conduct its meetings in accordance with the *Local Government Act* and *Community Charter*, particularly as it relates to open meetings and conflict of interest.

Frequency of Meetings

The Parks Service Review Committee meets as necessary at the call of the Chairperson. Meeting locations will be held over a period of time not to exceed six months.

Reporting to the Board

The Regional District Directors on the Committee will report to the Board on the activities of the Committee.