

RURAL MUNICIPALITY OF SNIPE LAKE NO. 250

BYLAW 01-2013

A BYLAW TO PROVIDE FOR AND SET OUT THE CONSTITUTION, POWERS AND DUTIES OF THE ESTON AND DISTRICT RECREATION BOARD.

The Council of the Rural Municipality of Snipe Lake No. 259, in the Province of Saskatchewan, enacts as follows:

TITLE

1. This bylaw shall be known and may be cited as "The Eston and District Recreation Board Bylaw".

DEFINITIONS

2.
 - (a) "Board" means the recreation board appointed pursuant to this bylaw.
 - (b) "Council" means the Council of the Town of Eston
 - (c) "Municipality" means the Rural Municipality of Snipe Lake #259.
 - (d) "Recreation Director" means the recreation director appointed by Council.
 - (e) "Program" means those programs normally carried on in culture, recreation and sport.
 - (f) "Secretary" shall mean the secretary appointed by the Board.
 - (g) "Facilities" means those facilities normally operated by the Board as designated by Council.

FUNCTION

3.
 - (a) To manage and operate the following facilities:
 - .1 Community Complex including the skating and curling rinks, bowling alley, Larry Thome Fitness Centre
 - .2 Swimming Pool
 - .3 Fairgrounds - Parcels B, G and P in the Town of Eston including the moto cross track, skate board facility, and ball diamonds.
 - .4 Other facilities as jointly agreed upon by the Council and Municipality.
 - (b) To advise and secure ratification from the Council and Municipality on proposed capital projects to add, improve or extend any recreation facility to be operated by the Board.
 - (c) To initiate and manage recreational and cultural programs and the facilities as designated by Council.

COMPOSITION OF THE BOARD

4. The Board shall consist of eleven (11) members, to be appointed by resolution of Council, as follows:
 - (a) One member of Council
 - (b) Three (3) members at large for the Town of Eston
 - (c) Four (4) members appointed on the recommendation of the Rural Municipality of Snipe Lake #259.
 - (d) One (1) member appointed on the recommendation of the Eston Local School Board subject to approval of the Council and Municipality.
 - (e) One (1) member appointed on the recommendation of the Eston Lion's Club subject to approval of the Council and Municipality.
 - (f) One (1) member appointed on the recommendation of the Rural Municipality of Lacadena #228.

APPOINTMENT TO THE BOARD

5. Members shall be appointed for a two-year term of office for a maximum of four consecutive terms.
6. Members may be reappointed to the Board after sitting out one year.
7. Upon the expiration of any member's appointment or any member's resignation, subsequent appointments shall be made subject to Section 4.
8. The seat of a member of the Board who absents himself/herself from three consecutive meetings, without authorization by resolution of the Board, shall be declared vacant.
9. The seat of a member shall become vacant upon receipt, by the secretary, of written notice of resignation.
10. The secretary shall bring to the attention of Council, at their next regular meeting, any vacancies as they arise.
11. Council shall, by resolution, fill the vacancy within thirty (30) days of receiving notification from the Secretary.

OFFICERS OF THE BOARD

12. The Council shall appoint one (1) Board member as Chairperson of the Board.
13. The Board shall appoint one (1) member as Secretary.
14. The Recreation Director shall attend all meetings of the Board unless excused by resolution of the Board.

MEETINGS

15. Five (5) members shall constitute a quorum.
16. The Board shall be called to meet at least once a month, at a time and place, as set by resolution of the Board at the first meeting of the Board for the year.
17. The Secretary shall, at the written request of the Chairperson or one third of the members, call a special meeting at a date specified in the request to

consider any urgent matter. All members shall be notified of the meeting and the reason for the meeting. Only those items indicated as the reason for the special meeting shall be considered at this meeting.

18. The Chairperson shall preside at all meetings.
19. If the Chairperson is unable to attend the meeting, the Board shall by resolution appoint from those members present a presiding officer for the meeting.
20. All members of the Board present shall vote on each question except where a conflict of interest is declared.
21. All resolutions of the Board shall be entered in a minute book to be kept for that purpose and signed by the Presiding Officer and the Secretary. Upon approval of the minutes the Chairperson and the Secretary shall initial each page.
22. Minutes of all meetings shall be submitted to the Councils of the Town of Eston and Rural Municipality of Snipe Lake #259 and the Eston Local School Board prior to the next regular meeting of the Board.

POWERS AND DUTIES

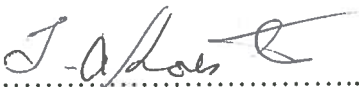

23. The Board shall assess the recreation needs of the residents of the area:
 - (a) for the current year
 - (b) for a five year projection
24. The Board shall establish annual goals and objectives.
25. The Board shall advise Council on important matters placed before it in dealing with culture, recreation or sport.
26. The Board may advise Council or make recommendations to Council with respect to improvements or extension to recreation facilities.
27. The Board shall immediately direct to Council any hazards to which participants involved in programs or using facilities may come into contact and recommend to Council what actions should be taken to rectify the situation.
28. The Board shall encourage and co-operate with organizations in the promotion of programs.
29. The financial year of the Recreation Board shall be January 1 to December 31.
30. The Board shall make recommendations to Council concerning the employment and salaries of such personnel as may be required to properly carry out the recreation programs and maintain the recreation facilities.
31. The Board shall, before January 1 each year, submit a copy of its assessment of the recreation needs, its yearly goals and objectives, and a prepared budget of its proposed revenues and expenditures for the upcoming year.
32. The Board shall prepare and submit the annual operating statement for the previous year's operation to the Council and Municipality no later than March 31st. The Board shall prepare and submit their requested operating and capital budgets for the current year to the Council and Municipality no

later than April 1st and the Council and Municipality shall indicate to the Recreation Board by resolution the amount of funding to be provided no later than April 30th.

33. The Board shall within its budgetary allotment manage and operate the facilities indicated in Section 3 (a). Where the Board is able to operate at a lower deficit than budgeted then those funds can be retained for future use; if they have a larger deficit than budgeted then those funds will be taken from the funds for future use or recovered by a plan approved by the Council and Municipality.
34. Prior to payment of the recreation board accounts by Council, the Board shall approve payment of all expenditures incurred by the Board in the management and operation of the facilities and programs.
35. The Recreation Board Chairman and Recreation Director shall report monthly to Council.
36. The Recreation Board Chairperson and Recreation Director shall report quarterly to Municipality.


EFFECTIVE DATE

37. Bylaw No. #04-2011 is hereby repealed.
38. This Bylaw will come into affect and take force on the date of final reading by the Council of the Rural Municipality of Snipe Lake No. 259.


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Reeve

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Administrator



Certified as a true copy of Bylaw 01-2013 adopted
By resolution of Council on February 12, 2013.


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Administrator

