

BYLAW 2008-12

A BYLAW OF THE TOWN OF HERBERT FOR THE ESTABLISHMENT AND OPERATION OF THE HERBERT & DISTRICT RECREATION BOARD

THE COUNCIL of the Town of Herbert, in the Province of Saskatchewan, enacts as follows:

This bylaw shall be cited as the Recreation Board Bylaw

1) DEFINITION:

In this bylaw, including this section:

- a) "Board" means the Recreation Board appointed pursuant to this bylaw.
- b) "Council" means the council of the Town of Herbert.
- c) "Programs" means the those activities normally carried on in culture, recreation, and sport in the Town of Herbert

2) COMPOSITION OF THE BOARD:

The Board shall consist of the following voting members:

- a) The Town Recreation Director who shall act as Secretary to the Board.
- b) The Town Administrator or designate who shall act as Treasurer to the Board.
- c) A minimum of one members of Council appointed annually be resolution of Council.
- d) One representative from the R.M. of Morse No. 165, appointed for a term of two years by resolution of the Council of the R. M. of Morse No. 165.
- e) One representative from the R. M. of Excelsior No. 166, appointed for a term of two years by resolution of the Council of the R.M. of Excelsior No. 166.
- f) One representative from the Town of Morse, appointed for a term of two years by resolution of the Council of the Town of Morse.
- g) One representative from the Village of Waldeck, appointed for a term of two years by resolution of the Council of the Village of Waldeck.
- h) Up to five (5) members at large from the community representing as many interest groups as possible, appointed by resolution of Council. Council may appoint a member at large for Municipalities electing not to participate or for whose representative's seat if declared vacant according to Section 3) e) or f).
- d) The term of office for all members appointed by Council shall be two years.

3) ORGANIZATION:

- a) The chairperson of the Board shall be appointed by the Council.
- b) The Board shall, from its members, elect a vice-chairperson.
- c) The Board shall hold a minimum of four (4) meetings annually.
- d) A majority of members of the Board shall constitute a quorum.
- e) The seat of a member who is absent from three consecutive meetings of the Board without the permission of the Board shall be declared vacant by the Board.
- f) The seat of a member of the Board who resigns, in writing, from the Board shall become vacant upon the effective date of the resignation.
- g) The Secretary of the Board shall advise Council of vacancies on the Board as they occur.
- h) Council shall, at its next regular meeting, appoint members to the Board to fill the remainder of the terms of office of the vacant positions as

- recommended by the Board.
- i) The Chairperson of the Board shall report to Council at the next regular meeting of Council following each Board meeting.
- j) Council shall receive the minutes of each Board meeting at the next regular meeting of Council following each Board meeting.
- k) The Board shall establish such rules and regulations it deems appropriate to carry out its duties and responsibilities.
- l) An honorarium of \$20.00 per meeting shall be paid to Board members.
- m) Where it is necessary for members to travel on Board business, other than regular meetings, they shall be paid at the current rate per kilometer established by Council for Town business.

4) POWERS AND DUTIES:

- a) The Board, subject to the approval of Council, shall set policy for the operation of the following facilities and programs:
 - i) Herbert Sports Complex.
 - ii) Herbert Community Swimming Pool.
 - iii) Herbert Ball Diamonds.
 - iv) Programs relating to sports, recreation, and culture.
- b) The Board shall establish its annual goals and objectives and submit them to Council before January 1st each year.
- c) The Board shall prepare its estimates of revenue and expenditure for the current year and submit the estimates to Council before January 1st of each year.
- d) Subject to the approval by resolution of Council, the Board shall recommend the necessary employees to carry out the activities of the Board.
- e) Subject to the approval by resolution of Council, the Board shall recommend the salaries to be paid to its employees.
- f) The Board shall conduct an assessment and identify the recreational needs of the community as follows:
 - i) for the current year.
 - ii) for the next five year period.
 - lii) make recommendations to Council with respect to the results of the assessment.

5) REPEAL:

Bylaw Number 2006-13 is hereby repealed.

Mayor

Administrator

Read a third time and adopted
this 10th day of November, 2008

Administrator