

BYLAW NO. 6/11
A BYLAW OF THE VILLAGE OF BUENA VISTA
TO ESTABLISH A PARKS AND RECREATION BOARD
FOR THE VILLAGE OF BUENA VISTA

The Council of the Village of Buena Vista in the Province of Saskatchewan, enacts as follows:

1. This bylaw may be cited as the RECREATION BOARD BYLAW. The committee shall remain in place as the Buena Vista Parks and Recreation Board regardless of any changes to status to the Village of Buena Vista.

DEFINITION:

2. In this bylaw, including this section:

- (a) "board" means the recreation board appointed pursuant to this bylaw
- (b) "council" means the Council of the Village of Buena Vista
- (c) "Municipality" means the Village of Buena Vista
- (d) "Recreation Director" means the recreation director appointed by the Council
- (e) "Program" means those activities normally carried on in culture, recreation and sport

FUNCTION:

3. (a) to manage and operate all recreational functions and grants within the Village of Buena Vista.

(b) to advise Council on projects to improve or extend any of the recreational facilities.

COMPOSITION OF BOARD:

4. The Board shall consist of seven (7) members, to be appointed by resolution of Council, with 2 of the members to be members of Council.

5. At the first appointment of the board members, the terms of office shall be as follows:

- (a) 2 members for one year term
- (b) 3 members for two year terms
- (c) 2 members for three year terms

6. (a) Subject to section 5, each term of office shall be three years.

(b) Two consecutive terms of office may be served, however, subsequent to serving two terms, there is an obligatory one year of absence from the Board.

7. The seat of a member of the board who absents himself from three consecutive meetings, without authorization by resolution of the board, shall be declared vacant.

8. The seat of a member of the board shall become vacant upon the receipt of a written notice of resignation by the secretary.

9. The secretary shall bring to the attention of the council at its next regular meeting, any vacancies as they arise.

10. The council shall, by resolution, at the first meeting following receipt of the notice of vacancy, fill the vacancy.

11. Three (3) members shall constitute a quorum.

12. The board shall elect one board member as chairman and one board member as vice chairman and one board member as secretary-treasurer from the members of the board.

MEETINGS:

13. The Board shall 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 each year.
14. The secretary shall, at the request of the chairman or one-third of the members call a special meeting at a date specified in the request.
15. All members of the board present shall vote on each question.
16. The chairman shall preside at all meetings.
17. If the chairman should be unable to attend the meeting, the vice-chairman shall preside.
18. All actions 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.
19. Copies of the minutes shall be presented to the council, at the first meeting, following the board meeting. Those items that require the action of the council shall be so noted.
20. Upon approval of the minutes, at the next regular meeting of the board, the chairman and the secretary shall initial each page.
21. The secretary shall present a written report of the activities of the board to each regular meeting of council.
22. The secretary shall prepare and submit an annual report of all the activities of the board to the last regular meeting of council for the year.

POWERS AND DUTIES:

23. The board shall establish annual goals and objectives.
24. The board shall submit a copy of its assessment of the recreation needs and its yearly goals and objectives to council before February 1, of each year.
25. The board shall before March 1 of each year, prepare a budget, being an estimate of its proposed revenues and expenditures for the current calendar year operations.
26. The board shall within its budgetary allotment initiate various programs for the following facilities:
 - (a) Dobson Heritage Park and Ball Park
 - (b) Sandy Beach
 - (c) Buena Vista Beach
27. The Board shall advise in the management and operation of the following facilities and programs:
 - (a) Dobson Heritage Park and Ball Park
 - (b) Sandy Beach
 - (c) Buena Vista Beach
28. The board may advise council in all matters placed before it dealing with culture, recreation and sport.
29. The board may advise or make recommendations to council with respect to improvements or extension to the municipal recreation facilities.

30. The board shall assess the recreation needs of the residents of the municipality:

- (a) for the current year
- (b) for a five-year projection

31. The board shall encourage and cooperate with organizations in the promotion of culture and recreational programs.

32. Bylaw No. /89 is hereby repealed.

Mayor

Administrator

Certified a true copy of Bylaw No. 6/11
as adopted by resolution of Council on
the 10th day of November, 2011.

Administrator