

**RESORT VILLAGE OF TOBIN LAKE
BYLAW NO 09/2017**

A BYLAW TO ESTABLISH A RECREATION BOARD

The Council of the Resort Village of Tobin Lake in the Province of Saskatchewan under the provision of Section 81 of *The Municipalities Act*, enacts as follows:

ESTABLISHMENT

1. A Recreation Board is hereby established to be known as the Tobin Lake and District Recreation Board which shall promote, implement and manage a recreation program and manage municipal recreation facilities in the Resort Village of Tobin Lake and shall encourage and develop recreation activities in Tobin Lake, Saskatchewan.

CONSTITUTION

2. The Recreation Board shall be governed by a Constitution in the form as annexed to and forming a part of this bylaw and adopted and approved by the said Board and the Council of the Resort Village of Tobin Lake.

COMING INTO FORCE

3. This Bylaw shall come into force and effect upon third reading.

Read a third time and hereby adopted
this 19 day of December 2017.






Mayor



Administrator

Certified a true copy
of Bylaw No. 09/2017 passed by
resolution of Council on December 19, 2017. 

RECREATION BOARD OF TOBIN LAKE AND DISTRICT

CONSTITUTION

The Recreation Board of the Resort Village of Tobin Lake adopts the following regulations and laws as the Constitution of the Board:

OBJECTIVES

1. The Recreation Board of Tobin Lake shall have the following objectives:
 - (a) to promote, implement and manage a recreation program;
 - (b) to manage municipal recreation facilities in Tobin Lake;
 - (c) to encourage and develop recreation activities in Tobin Lake.

COMPOSITION

2.
 - (1) The Board shall consist of nine (9) members and so far as is practical shall be composed of one member from the elected council and a cross-section of community leaders.
 - (2) Members of the Recreation Board shall be appointed by resolution of Council.

APPOINTMENTS

3. The members of the Recreation Board shall be appointed as follows:
 - (a) All member appointments shall be reviewed at the time of passage of this Constitution.
 - (b) Council representation to be appointed in conformity with the policy of Council.
 - (c) Four members shall hold office until December 31, 2018 and the remaining three members shall hold office until December 31, 2019. Thereafter, each member shall be appointed for two years.
 - (d) At the first council meeting of the year, the council shall by resolution and upon the recommendation of the Recreation Board, fill vacancies occurring on the Board through retirement of members or the expiry of their terms of office.
 - (e) Any member of the Board who shall be absent from three consecutive meetings of

the Board shall, unless such absence was duly authorized and entered in the minutes, forfeit his office and another member shall be appointed in his place for the remainder of his term.

- (f) Any member of the Board may resign therefrom at any time, upon submitting notice to the Secretary of the Board to that effect. The council shall, upon recommendation of the Board when a vacancy occurs, appoint by resolution, a person to fill such vacancy and such person shall hold office for the remainder of the term concerned.

MEETINGS

- 4. (1) The Board may meet regularly, the time and place of such regular meeting to be determined by the Board at its first meeting of each year which shall be held on or before the 20th day of January.
- (2) The officers of the Board shall be a President, Treasurer and Secretary, who shall be elected from the membership of the Board at its first meeting of each year.
- (3) Special meetings of the Board shall be called on 24 hours notice to the members thereof by the President or at the request of any three members of the Board.
- (4) A quorum of the Board shall be five (5) members in good standing. Each member, including the President, shall have one vote on any question.
- (5) The President shall preside at all meetings of the Board, and in their absence, the Board shall assign by resolution another member to their duties.
- (6) The Board may appoint sub-committees to deal with any special phase of the matters coming within the scope and jurisdiction of the Board as herein set forth.

RESPONSIBILITIES

- 5. (1) The Recreation Board shall be concerned with and responsible for aspects of managing, supervising and controlling the equipping and maintaining and programming of public playgrounds and recreation centres owned and/or controlled by the Council or other properties with the written consent of the owners or authorities thereof. The following facilities shall be under the jurisdiction of the Recreation Board:

1. Community Hall;
 2. Outdoor Stage;
 3. Playground Area from Volleyball Court to the West Fence Boundary.
- (2) The Board shall promote and/or develop at its discretion and to the limit of the finances made available to it, a broad range of recreational activities and shall provide the necessary facilities therefore that will enable the residents of Tobin Lake regardless of age, to use their leisure time in a wholesome and satisfying manner. To accomplish this objective, it shall develop a well-balanced and co-ordinated recreation program and shall continually review the said program to ensure that it is meeting the objective.
 - (3) The Board shall be concerned with and shall be responsible for developing and maintaining long range plans for the development of both recreational facilities and programs for Tobin Lake.
 - (4) The Board will have the power to make such rules, regulations and policies as it may deem necessary from time to time, provided such rules, regulations and policies are not inconsistent with the powers herein conferred. Copies of all such rules and regulations shall be filed with Council.
 - (5) The Board shall hear and consider representation by individuals, organizations or delegations on matters with respect to recreation and act on such recommendations arising thereafter as the Board deems to be in the general interest of all citizens.

RECREATION COMMITTEE OF COUNCIL

6. In addition to the above duties, the Recreation Board shall serve as the Recreation Committee of Council. The Council shall refer all matters pertaining to recreation to the Board. If the matter is within the jurisdiction of the Board, it shall be dealt with in accordance with the powers granted to the Board in this Constitution. If the matter is outside the jurisdiction of the Board, then the Board shall make recommendations to Council on the matter.

BOARD LIMITATIONS

7. The Recreation Board's powers shall be limited to the following areas even though these may fall within their jurisdiction:
 - (a) The Board shall make recommendations to Council with regard to entering into formal agreements, but they may not enter into formal agreements on their own

accord.

- (b) The Board must seek approval from Council before entering into long-range informal agreements.
- (c) The Board will submit for approval of Council any informal agreements or working arrangements which substantially change portions of the formal agreement.
- (d) The Board may not dispose of any lands or buildings without first receiving written approval from Council.
- (e) The Board may not proceed with the construction or development of a present facility without first having the development plan and/or design approved by Council.

COUNCIL VETO

- 8. Council may overrule a Board decision or pass resolutions affecting the Board's area of jurisdiction and these shall be binding on the Board, provided that if such decisions of Council involve increased expenditures of funds not provided for in the Board's budget that the Council must provide for these additional funds. The foregoing should not be meant to diminish the authority of the Board and is meant to indicate the ultimate authority of Council, however, the normal procedures should be to make recommendations to the Board and/or enter into discussions with the Board prior to resorting to the use of the authority herein specified.

FINANCES

- 9. Finances shall be under the control and custody of the Board. The Board shall receive:
 - (a) All funds raised by the Board from local activities.
 - (b) All funds donated directly to the Board.
 - (c) Grants and contributions received from the Provincial or Federal Governments awarded under application by the Board.

The Council shall pay:

- (d) General maintenance, repair and operating costs of the facilities operated by the Board.

REPORTING

10. The Board shall supply the Council with the following:
- (a) On or before the 31st day of March in each year the Board will submit a budget outlining estimated revenues and expenditures for the year with respect to all matters over which the Board has jurisdiction according to the terms of this Constitution. Once this budget is approved by Council, the total amount of the budget shall not be exceeded by the Board without first seeking the approval of Council but the Board may make any change within their budget without Council approval.
 - (b) Within one month of each Board meeting, a certified copy of the minutes shall be filed in the Council office.

FISCAL YEAR

11. The fiscal year of the Board shall be from January 1 to December 31.

JOINT MEETING

12. The Council of the Resort Village of Tobin Lake and the Tobin Lake and District Recreation Board shall hold a joint meeting at least once each year for the purpose of giving the Board an opportunity of outlining to the Council plans, programs, problems and objectives, and also for the purpose of giving the members of Council the opportunity to ask questions in regard to action taken by the Board or questions on recommendations tabled by the Board.



President of the Board

Secretary of the Board



Mayor



Administrator