

Bylaw 11-20

**A Bylaw of the Resort Village of Bird's Point in the Province of Saskatchewan to
Establish the Bird's Point Recreation Board.**

The council of the Resort Village of Bird's Point in the province of Saskatchewan, enacts as follows:

1. Definitions:

In this bylaw, including this section:

- a. **"Committee"** is the Resort Village of Birds Point Recreation Committee
- b. **"Board"** means the recreations board appointed pursuant to this bylaw.
- c. **"Council"** means the council of the Resort Village of Bird's Point.
- d. **"Village"** is the Resort Village of Birds Point.
- e. **"Municipality"** means the Resort Village of Bird's Point.
- f. **"Recreation"** shall include any social, legally acceptable activity of a physical, intellectual, emotional or cultural nature undertaken by individual participants.
- f. **"Program"** means those activities normally carried on in culture, recreation and sport.

2. Function: - The Committee's function is to maintain, coordinate and advise on the maintenance and future development of:

- a. Recreation related structures;
- b. Outdoor facilities, entrance sign, playgrounds, sitting areas, flower garden areas etc.
- c. Annual events or fun days: ex. Canada Day Festivities
- d. Recreational Programs.

3. The Recreation Committee shall have the powers and duties prescribed in this bylaw. The title and ownership of all facilities, structures and open spaces is vested in the name of the Resort Village of Birds Point.

- a. To manage and operate the following facilities:
 - ◆ Recreation related structures Mosaic Playground & playground by Village office
 - ◆ Swim Club Activities & Structures
 - ◆ Recreational programs, beautification projects, other projects and fund raising.
- b. To advise council on projects to improve or extend any of the recreation facilities.

- c. To initiate any fund-raising activities.

Composition of the Board:

- 4. The board shall consist of a minimum of 4, including one non-voting member appointed from the Resort Village of Bird's Point Council. All other members will be considered "at large".
- 5. All members of the board shall be appointed by resolution of Village Council.
- 6. The board shall elect one board member as:
 - a. President
 - b. Vice President
 - c. Secretary
 - d. The Village Administrator will serve as treasurer.
- 7. The seat of a member of the board shall become vacant upon the receipt of a written notice of resignation by the secretary of the board.
- 8. A quorum will be 50% plus 1 of the total members.

Duties of the Committee members: -

- 9. Recruitment of Volunteers
- 10. Prepare and present to Council by March 1 each year a list of objectives or projects and an estimate of revenues and expenditures for the upcoming year.
- 11. Submit to council by January 31 of each year a detailed estimate of revenues and expenditures for the year.
- 12. Submit to council a financial statement on a quarterly basis.
- 13. The board shall meet a minimum of 4 (four) times per year or more if required for eg. Planning before an event.
- 14. The secretary of the board shall, at the request of the president or one third of the members call a special meeting as required.
- 15. The president shall preside at all meetings.
- 16. If the president should be unable to attend the meeting, the vice president shall preside.

17. Maintain a record of proceedings and financials to be submitted to Council appointment representative for its information within 14 days.
18. Expenditure of its budget in accordance with the document approved by Council.
(Council is to be advised of any changes to the approved budget before the expenditures are incurred)

Powers and Duties:

19. The committee shall establish annual goals and objectives.
20. The financial year of the committee shall be the calendar year.
21. The board before March 1st of each year, prepare a budget being an estimate of its proposed revenues and expenditures for the current calendar year operations.
22. The board shall within its budgetary allotment manage and operate the following facilities and initiate various programs and/or fundraise for improvements or additions to beautify our recreation areas and/or village.
 - a. Mosaic Playground & Playground by Office
 - b. Swim Club Activities & Structures
 - c. Recreational Programs & Projects
23. The board shall advise Council in all matters placed before it dealing with culture, recreation and sport.
24. All volunteers working for the board shall be considered agents of the Resort Village of Birds Point and must adhere to the Village of Birds Point Code of Ethics.
25. Committee is responsible for all plans and actions and those must be clearly communicated and approved in writing before proceeding, particularly in respect to the usage of public land and expenditure of funds.
26. The treasurer of the board shall, at year end, read the financial records for audit. The records shall be audited by the municipal auditor.
27. The treasurer of the board shall deposit all funds to the credit of the board in a chartered bank or credit union and those funds be withdrawn only by cheque signed by the signors of the account or through on line/e transfer banking
28. The committee may advise or make recommendations to council with respect to improvements or extension to the municipal recreation facilities.

29. The board shall encourage and co-operate with organizations in the promotion of programs.
30. Bylaw 02:13 is hereby repealed.
31. This bylaw shall come into force and take effect from and after the date of final passing thereof.

SEAL

MAYOR

ADMINISTRATOR

Introduced and read a first time this 23 day of November, 2020

Read a second time this 23 day of November, 2020

Read a third time this 23 day of November, 2020