

# **A BYLAW TO ESTABLISH A RECREATION BOARD**

## **BYLAW NO. 2024-02**

The Council of the Village of Waldeck in the Province of Saskatchewan enacts as follows:

### **ESTABLISHMENT**

1. A Recreation Board is hereby established to be known as the Waldeck Recreation Board which shall promote, implement and manage a recreation program in Waldeck and shall encourage and develop recreation activities in Waldeck, 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 by the Board and approved by the Council of Waldeck.

### **REPEAL**

3. All previous Recreation Board Bylaws are hereby repealed provided however, that the repeal shall not affect any right or rights accrued or accruing thereunder at the time of the coming into force of this Bylaw.

Repeal Bylaw No. 2021-03

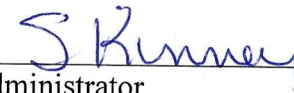
Repeal Bylaw No. 2023-09

### **COMING INTO FORCE**

Read three times and passed this 12<sup>th</sup> day of March, 2024



  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

# **RECREATION BOARD OF the VILLAGE OF WALDECK**

## **CONSTITUTION**

The Recreation Board of the Village of Waldeck adopts the following regulations and laws as the Constitution of the Board:

### **OBJECTIVES**

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

### **COMPOSITION**

2. (a) The Board shall consist of minimum five (5) members and so far, as is practical shall be composed of a cross section of community leaders.

### **APPOINTMENTS**

3. The members of the Recreation Board shall be appointed as follows:
  - (a) Each member of the Board shall hold office at the pleasure of council and the council, upon consultation of the Recreation Board conflict resolution committee, may request the resignation of any member of the Board at any time, prior to the expiry date of his term of office with due cause
  - (b) 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.
  - (c) Council will appoint a liaison with regards to the Village Council and the Waldeck Recreation Board.

### **MEETINGS**

4. (1) The Board shall meet regularly, at least once each month, 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 executives of the Board shall be a Chairperson, Vice-Chairperson, Secretary, Treasurer and Council liaison 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 Chairman or at the request of any three members of the Board.
- (4) A quorum of the Board shall be half of the executives plus one in good standing. Each executive, including the Chairperson, shall have one vote on any question.

- (5) The Chairperson shall preside at all meetings of the Board, and in his absence, the Vice-Chairperson shall assume his duties.
- (6) The Board may appoint subcommittees 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 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 Waldeck, 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 coordinated recreation program and shall continually review the said program to ensure that it is meeting the objective.
  - (2) 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 Waldeck.
  - (3) In the interest of a wellbalanced, coordinated recreational program, the Board shall coordinate with and encourage all organizations, cultural, private, civic, social and religious within its jurisdiction which are supporting, encouraging and working for recreation in its entire application.
  - (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 facility without first having the development plan and/or design approved by Council.
- (f) The Board will be required to rent the hall at \$40.00/day after 48 free rentals have been used. Council, Administrator and staff will rent the hall at \$40.00/day. Final payments for the rentals will be due by December 15<sup>th</sup> of each year.

## **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.

## **REPORTING**

- 9. The Board shall supply the Council with the following:
  - (a) On or before the 28th day of February 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 two weeks of each Board meeting, a certified copy of the minutes shall be filed in the Council office.

## **FISCAL YEAR**

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

The Waldeck Recreation Board will have the financials audited every year. The audited financial statements shall be submitted to Council no later than March 31st of each year.

## **JOINT MEETING**

- 11. The Council of the Village of Waldeck and the Waldeck 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