

RESORT VILLAGE OF MANITOU BEACH

BYLAW NO. 10/2016

A BYLAW OF THE RESORT VILLAGE OF MANITOU BEACH, BEING A BYLAW TO PROVIDE FOR THE ESTABLISHMENT OF THE MANITOU BEACH RECREATION BOARD.

The Council of the Resort Village of Manitou Beach in the province of Saskatchewan in open meeting enacts as follows:

1. The Bylaw may be cited as the Manitou Beach Recreation Board.
2. In this bylaw unless the context otherwise requires, the following expression:
 - (a) Board means the Manitou Beach Recreation Board
 - (b) Council means the Council of the Resort Village of Manitou Beach.
 - (c) Village means the Resort Village of Manitou Beach.
3. The object of the Board shall be:
 - (a) To co-ordinate leisure time activities for the citizens and for the visitors in the community.
 - (b) To promote and encourage good constructive leisure time activities for all citizens and visitors.
 - (c) To administer a recreation program in the village, on behalf of the municipal council.
4. The Board shall consist of:
 - (a) A minimum of four (4) people and a maximum of ten (10) appointed annually by Council, with input from the Recreation Board, in accordance with article 5, no later than January 30th of each year.

5. Membership on the Board

- a) The membership of the Board shall hold office during the pleasure of Council and shall consist of a Chairperson, Vice-Chairperson, Secretary, Treasurer and not more than six (6) other persons and, no more than one of which shall be a member of Council. Elections for the positions shall occur within the board.
- b) The Board members shall be property owners or residents of the Village who are eligible to vote in a Municipal Election. Council, at its discretion, may appoint two (2) members who are not eligible voters in the Village.

6. Payments made by the Board

- a.) All Payments/cheques must be authorized and signed by two (2) of the following: chairman, treasurer and/or Secretary.

7. The Board membership is a committee established by Council and as such shall govern itself according to the policies and directions adopted by Council and shall exercise only those powers conferred on it and approved by Council.

8. The Mayor of the Village is ex-officio a member of the Board over and above the membership stated in Section 4 of this bylaw and shall also have a vote at meetings in which in attendance.

9. The seat of a member of the Recreation Board who absents him/herself from three (3) consecutive meetings without previous authorization may be declared vacant by Council and filled at the pleasure of Council.

10. Resignation of a Board member

- (a) A member of the Board may resign by delivering to Council a written notice of resignation, with a copy to the Chairperson of the Board.
- (b) The seat shall become vacant upon receipt of the notice by Council or the effective date of resignation .
- (c) Council shall appoint person(s) to fill the vacancies upon recommendation of the Board.

11. The Board may meet the Second Tuesday of the month. A meeting may be omitted or moved by previous resolution by the board, with notice being sent to Council.
12. Notice of a special meeting shall be provided to each member of the Board and to Council at least 24 hours prior to the meeting and such notice shall state the time, date, place of the meeting and in general terms of the business to be transacted.
13. A quorum shall consist of four (4) persons and no meeting shall be valid nor shall any business transact unless a quorum is present.
14. All appointed members of the Board are eligible to vote. Those present shall vote on each question but if a member chooses to abstain then it will be considered a no vote.
15. Minutes of the Board
 - (a) All actions of the Board shall be entered in a Minute Book, to be kept for that purpose.
 - (b) Upon approval of the minutes, at the next regular meeting, the Chairperson and the Secretary shall sign the last page of the minutes.
 - (c) Copies of the approved minutes shall be presented to Council at least 5 days prior to the first Council meeting following the board meeting.
16. Financials of the Board
 - (a) The financial year of the Board shall commence on January 1st of each year and close on the 31st of December of each year.
 - (b) The Treasurer shall provide the Financial Records to the Village Administrator for audit by the Village auditors no later than January 31 of each year.
17. The Board may, two (2) weeks following the February scheduled meeting prepare and submit in writing to Council:
 - (a) A written report of the previous year's activities.
 - (b) A written report detailing needs regarding locations, programs, leadership, facilities and equipment and their proposed cost for the coming year.
 - (c) An overview and budget of proposed events complete with time, date and locations for the coming year.

18. The Board may make recommendations to Council in regards to the passing of bylaws, rules or regulations on all matters connected with their mandate.

19. The Board shall have responsibility for the operation of the program, grounds, facilities and equipment which may from time to time be designated by resolution of Council.

20. In addition to other duties indicated it shall be the duty of the Board to:
 - (a) Recommend to Council suitable sites, alterations, and improvements to the present areas, facilities and equipment owned by the village.

 - (b) Direct Council's attention to, and suggest possible solutions for any locations, facilities or equipment which might be hazardous to the health and safety of the people.

 - (c) Make recommendations to Council concerning the possible employment of full or part-time recreation and parks personnel as may be necessary to carry out the programs on behalf of the Village on such terms and at such salary to be determined by Council.

21. Bylaw # 6/2010 establishing a Recreation Board is hereby repealed.



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 Mayor

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 Administrator

READ a first time this December 19, 2016
 READ a second time this January 16, 2017
 READ a third time and adopted this January 30, 2017

Certified a true copy of
 Bylaw No. 10/2016 passed *Jan 30/2017*
 by motion of Council the
[Signature]
 ADMINISTRATOR