

BYLAW NO. 173

A Bylaw to Provide for the Establishment of a Parks and Recreation Board:

The council of the Rural Municipality of Lajord No. 128, in the Province of Saskatchewan, enacts as follows:

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| NAME | 1. The Council of the Rural Municipality of Lajord No. 128, shall appoint a Parks and Recreation Board (hereinafter referred to as the Board) to consist of ten members. |
| PURPOSE | 2. The purpose and duties of the Rural Municipality of Lajord No. 128 Parks and Recreation Board shall be to ensure optimum opportunity for residents of the municipality to pursue areas of interest in the fields of social, cultural and physical recreation. |
| COMPOSITION OF BOARD | 3. The representation on the Board shall be as follows:
<ul style="list-style-type: none">(a) Two (2) members for the Hamlet of Gray. (Preferably 1 from hamlet and 1 from rural area).(b) Two (2) members for the Hamlet of Riceton. (Preferably 1 from hamlet and 1 from rural area).(c) Two (2) members for the Hamlet of Kronau. (Preferably 1 from hamlet and 1 from rural area).(d) Two (2) members for the Hamlet of Davin. (Preferably 1 from hamlet and 1 from rural area).(e) One (1) member for the Hamlet of Lajord.(f) One (1) council member. |
| APPOINTMENT OF BOARD | 4. Council shall appoint all board members with the Hamlet Boards of the organized hamlets to each submit names for their respective membership. |
| TENURE | 5. Members of the Board shall be appointed to serve a two (2) year term except for the initial establishment of the said Board, where one representative from each group plus the councillor shall be appointed for two (2) years and the other members, including the representative from the Hamlet of Lajord, shall be appointed for one (1) year. |
| LOSS OF MEMBERS | 6. Any members vacating their position for whatever reason shall be replaced within three months by appointment of Council with the respective Hamlet Board providing nomination when organized hamlet seat is vacant. |
| MEETINGS | 7. The Board shall meet in regular session at least twice a year on dates to be fixed at least one month prior to the first meeting each year. The Board may hold special meetings at the call of the Chairman. One annual meeting shall be held each year with the fall regular meeting to also serve as annual meeting. |
| MEETING PROCEDURE | 8. All orders and proceedings of the Board shall be entered in books to be kept for that purpose and signed by the chairman or secretary. |
| APPOINTMENT OF CHAIRMAN | 9. The Chairman of the Board shall be appointed by Council and shall hold office until his successor is appointed. |

- OBJECTIVES
& DUTIES
10. The Board shall be responsible to the Rural Municipality of Lajord No. 128, and the objectives and duties of the Board shall be:
- (a) to study the recreational and cultural needs and desires of the municipality,
 - (b) to co-operate with and encourage organizations promoting any recreational or cultural activities,
 - (c) to supervise efficient administrative policy and establishment of administrative procedures to the end that maximum service may be provided to the Rural Municipality and recreational facilities available to it at reasonable costs.
- ANNUAL
REPORT
11. The Board shall, on or before the 31st of December in each year, prepare and submit in writing to the council a detailed report of the year's activities (enclosed there shall be a financial statement), plus a projection of all things mentioned regarding areas, facilities and equipment and their budgetary implications shall be included in this report.
- ACCOUNTING
12. All funds received or expended by the Board shall be entered into the municipality's ledger and shown on their financial statement.
- QUORUM
13. Six (6) appointed board members shall be considered a quorum for a regular meeting of the Board, provided each hamlet has at least one member with the councillor also present.
- OFFICERS
14. At the first meeting of each year the board shall appoint a Chairman, Vice-Chairman and Secretary-Treasurer with appointments to remain in effect until the first meeting of the following year.
- SIGNING
OFFICERS
15. The Chairman, or Vice-Chairman, together with the Secretary-Treasurer shall be the Signing Officers for the Board.
- NOMINATIONS
FOR
OFFICERS
16. Before the first meeting of each year, each organized hamlet board shall submit at least two names for consideration to appointment to the Board.
- DUTIES
OF
OFFICERS
17. The Duties of the Officers shall be as follows:
- Chairman:** To preside over all Board Meetings and any citizens meetings, but not necessarily the Annual Meeting. To call Board Meetings. To call the Annual Meeting.
- Vice-Chairman:** In the absence of the Chairman, to assume all duties and responsibilities of the Chairman. If the Office of the Chairman becomes vacant, to assume the duties of the Chairman until the next Annual Meeting.
- Secretary-Treasurer:** To keep a record of all proceedings of Board Meetings, Special Meetings and the Annual Meetings. Under the direction of the Chairman and the Board, to enter into correspondence in all matters concerning the Board and to maintain a record of all such correspondence. To receive all monies resulting from the operation of the facilities, programs and activities under the Board's jurisdiction and to deposit the same with a chartered bank or credit union. To pay all accounts upon approval by the Board. To prepare interim Financial Reports as required by the Board. To prepare and submit Financial Statements to the Annual Meeting.

REPORTS
TO
COUNCIL

18. Minutes of each meeting should be presented to Council within two weeks of meeting date.

BYLAW
REPEALED

19. Bylaw No. 131 is hereby repealed.

EFFECTIVE
DATE OF
BYLAW

20. This bylaw shall come into effect on March 19, 1985.



Originally Signed By
Reeve

Originally Signed By
Rural Municipal Administrator

Certified a true copy
of the Bylaw enacted
by the Rural Municipality
of Lajord No. 128 in open
session on March 19, 1985.

Originally Signed By
Reeve

Originally Signed By
Rural Municipal Administrator

