



ST. WALBURG

BYLAW 2021 – 12

A BYLAW OF THE TOWN OF ST. WALBURG

Establish a Recreation Board

The Mayor and Council of the TOWN of ST. WALBURG in the Province of Saskatchewan enacts the following:

PART I: INTERPERTATION

Purpose of Bylaw

1. The purpose of this Bylaw is to enhance, expand, and promote recreation in the Town of St. Walburg.


Responsibility

2. The establishment of St Walburg and District Recreation Board [Recreation Board] is the sole responsibility of the St. Walburg Mayor and Council.
3. The Mayor and Council shall ensure accountability, integrity, and transparency of all appointments.
4. All Recreation Board Members shall adhere to the Code of Conduct and Ethics.

PART II: APPOINTMENTS AND TERMS

5. The Recreation Board shall consist of voting members who are appointed annually by resolution of the St. Walburg Town Council.
6. By resolution of the St. Walburg Town Council, two designated non-voting Council representatives shall be appointed annually, of which one representative shall be an Elected Official.
7. The Executive Board shall consist of a Chairperson, Vice Chairperson, a Treasurer, and a Secretary.
8. Membership at the discretion of the Recreation Board, shall be selected from but not limited to the following St. Walburg groups:
 - a. Arena;
 - b. Arena Kitchen;
 - c. Bingo Board;
 - d. Bowling Alley;
 - e. Curling Rink;
 - f. Communiplex Fundraising Group;
 - g. Minor Hockey;
 - h. Outdoor Recreation;
 - i. Skating Club.
9. Regular Recreation Board meetings shall be held every month or as determined by the Executive.
10. Special meetings may be called by the Chairperson as needed.
11. Meetings shall be conducted with good meeting practices following Robert's Rules of Order, Current edition.
12. A quorum for regular and special meetings of the Committee shall be more than one half of the Committee of the Whole.
13. Any member who is absent for more than three regular meetings may result in termination of position. A request for leave of absence may be granted by Chairperson.

 Mayor Nancy Schneider

 Chief Administrative Officer Shiloh Bronken



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14. An Annual General Meeting will be scheduled by the Executive Committee.
15. Ad-hoc Committees may be struck when the Recreation Board deems necessary; and shall be finite and project based.

PART III: ROLES AND RESPONSIBILITIES

16. The Recreation Board shall be responsible for preparing an annual Recreation Plan including a current inventory listing and a 5-Year Capital Works Plan, that will help local leaders direct and focus recreation planning capabilities for the community and surrounding area. This shall be submitted to Mayor and Council.
17. The Recreation Board shall liaise with Mayor and Council on all major projects.
18. The Recreation Board shall submit the financial records for completion of Annual Financial Statement by the Town of St. Walburg Auditor at the end of every calendar year.
19. The function of the Recreation Board shall be to manage and advise, and be responsible for the operation and maintenance of the Communiplex, Outdoor Recreation Facilities; and any other facilities and programs that exist and that may be considered.
20. Recreation Board membership shall be submitted annually in January of each calendar year, with a detailed board membership listing. The Recreation Board will submit any changes to the membership during the calendar year to the St. Walburg Town Council within thirty (30) days.

PART IV: MUNICIPAL PURPOSES

19. As per the Town of St. Walburg Emergency Plan, in the event of a Town of St. Walburg or surrounding community declaring a state of emergency, the Town of St. Walburg shall utilize the Communiplex and all the amenities located at 444 – 4th Street East, St. Walburg.
20. The Town of St. Walburg may utilize the Communiplex from time to time for municipal business at no cost.


PART V: GENERAL

21. Schedule 'A' attached hereto shall be read with and form part of this Bylaw.
22. Schedule 'B' attached hereto shall be read with and form part of this Bylaw.

PART VI: REFERENCE DOCUMENTS

23. Policy 100-02 Appointments to Authorities, Boards, Commissions, and Committees.
24. Council Procedures Bylaw.
25. Appendix A Policy Manual Definitions.
26. Exhibit A Letter of Appointment and Exhibit B Code of Conduct.

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This Bylaw shall come into force and take effect upon the final passing thereof.

The following Bylaw and all Amendments are hereby repealed:

- ~~Bylaw 2018-10~~



Mayor

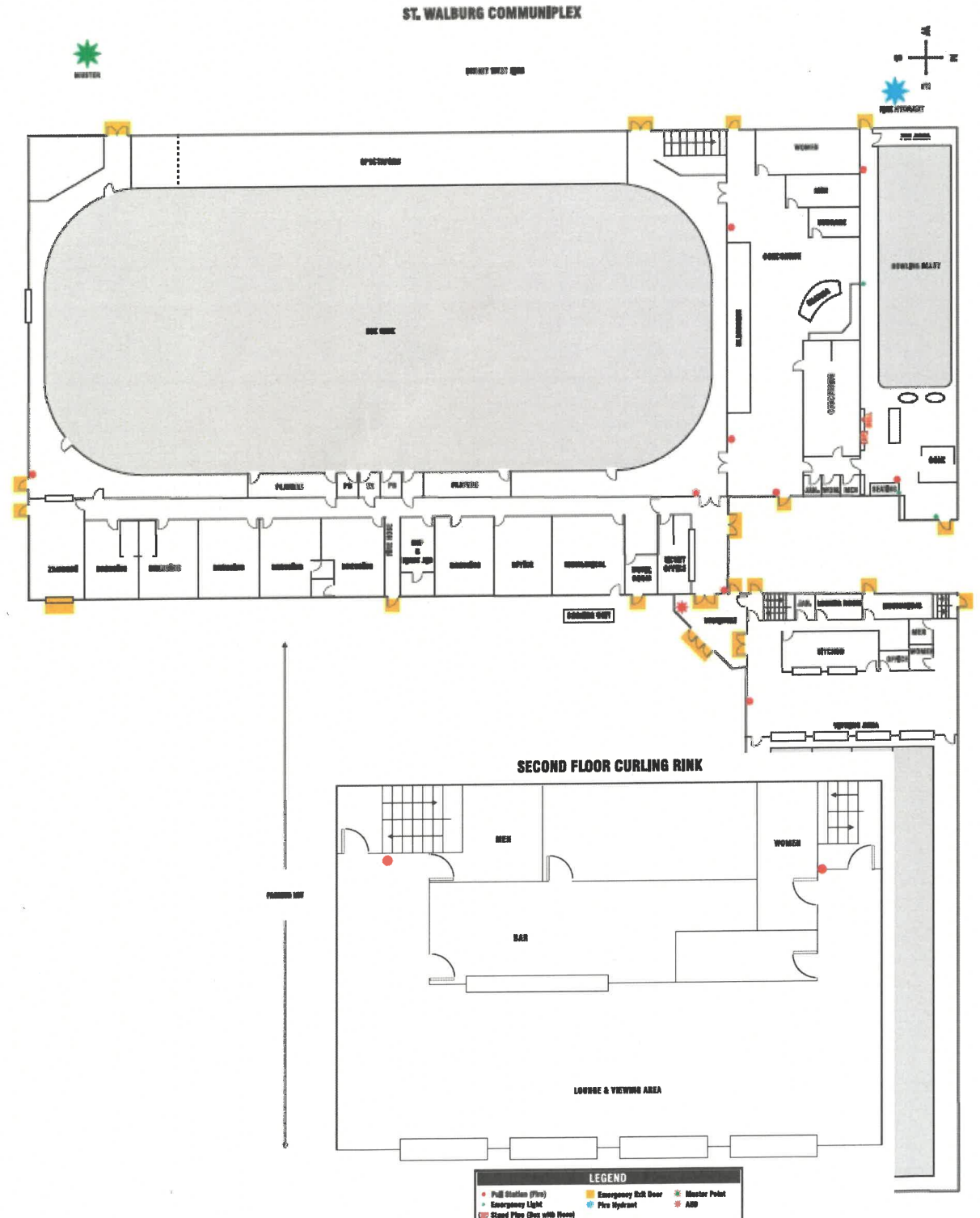
Chief Administrative Officer

This Bylaw, 2021-12 given first reading at the November 29, 2021, Regular Scheduled Meeting of *Council*.

Chief Administrative Officer

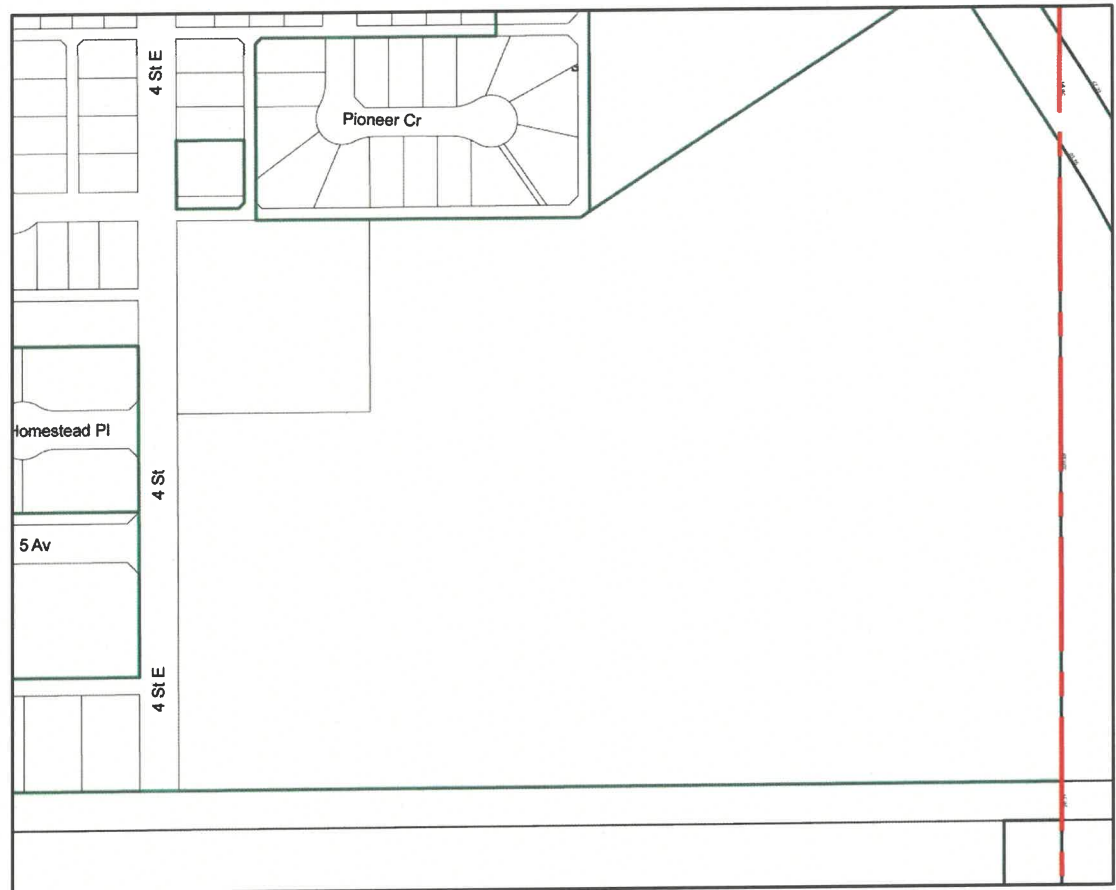
This Bylaw, 2021-12 given second and third reading with adoption at the December 22, 2021, Regular Scheduled Meeting of Council.

Chief Administrative Officer



**SCHEDULE 'B' TO BYLAW NO. 2021-12
COMMUNIPLEX PROPERTY – GROUNDS**

GROUNDS



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