



# BYLAW 2022 - 09

## A BYLAW OF THE TOWN OF ST. WALBURG

### Establish the St. Walburg West Side Park Committee

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

#### PART I: INTERPRETATION

##### Purpose of Bylaw

1. The purpose of this Bylaw is to establish the St. Walburg West Side Park Committee [the Committee] in the Town of St. Walburg [the Town].

##### Responsibility


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

#### PART II: APPOINTMENTS and TERMS

5. The Committee shall consist of voting members who are appointed annually by resolution of the Town Council.
6. Two designated non-voting Council representatives shall be appointed annually by resolution of Town Council.
7. The Committee shall include two Co-Chairpersons, a Treasurer, and a Secretary.

#### PART III: ROLES and RESPONSIBILITIES

8. Regular committee meetings shall be held as called by the Co-Chairpersons.
9. Special meetings may be called by either Co-Chairperson as needed.
10. Meetings shall be conducted with good meeting practices following Roberts Rules of Order, Current edition.
11. Minutes shall be recorded for every meeting and provided to Town Council.
12. The Committee shall be responsible for preparing the West Side Park Project Plan and developing the West Side Park. The Plan and development of the Park are subject to review and approval by Town Council.
13. The Committee shall submit an Annual Report and Financial Activities Report to Town Council at the end of every calendar year.

 Mayor Nancy Schneider

 Chief Administrative Officer Shiloh Bronken

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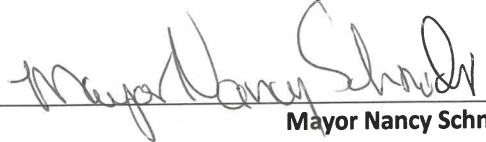
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### PART IV: REFERENCE DOCUMENTS

14. Policy 100-02 Appointments to Authorities, Boards, Commissions, and Committees.
15. Bylaw 2019-10 Regulate the Proceedings of Municipal Council and Council's Committees.
16. Appendix A Policy Manual Definitions
17. Exhibit A Letter of Appointment and Exhibit B Code of Conduct.

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



  
Mayor Nancy Schneider

  
Chief Administrative Officer Shiloh Bronken

This Bylaw 2022-09 given three readings with adoption at the July 14, 2022, Regular Meeting of Council.

  
Chief Administrative Officer Shiloh Bronken