

TOWN OF HANLEY
BYLAW NO. 6/85

A BYLAW TO ESTABLISH THE HANLEY RECREATION BOARD.

The Council of the Town of Hanley, in the Province of Saskatchewan enacts as follows:

DEFINITION:

1. In this bylaw, including this section:
 - (a) "board" means the recreation board appointed pursuant to this bylaw.
 - (b) "council" means the council of the Town of Hanley.
 - (c) "Municipality" means the Town of Hanley.
 - (d) "program" means those activities normally carried on in culture, recreation and sport.

FUNCTION:

2. The function of the Board shall be:
 - (a) to manage and operate programs.
 - (b) to advise council on projects to improve or extend any of the recreation facilities.

COMPOSITION OF BOARD:

3. The board shall consist of ~~six~~ (6) members, to be appointed by resolution of council; however commencing with November 1, 1985, appointments shall be made as follows:
 - (a) One (1) member of council
 - (b) Five (5) representatives from the community at large
4. At the first appointment of the board members, the terms of office shall be as follows:
 - (a) Three (3) members until December 31, 1985.
 - (b) Three (3) members until December 31, 1986.
 - (c) Thereafter, as the periods mentioned expire, three (3) members shall be appointed for a period of two (2) years.
5. (a) Two (2) consecutive terms of office may be served, however subsequent to serving two (2) terms, there is an obligatory one year of absence from the board.
6. The council shall appoint one (1) board member as:
 - (a) chairperson
 - (b) vice chairperson, and
 - (c) secretary-treasurer.
7. The seat of a member of the board who absents himself from three (3) consecutive meetings, without authorization by resolution of the board, shall be declared vacant.
8. The seat of a member of the board shall become vacant upon the receipt of a written notice of resignation by the secretary-treasurer of the board.
9. The secretary-treasurer of the board shall bring to the attention of the council at its next regular meeting any vacancies as they arise.
10. The board shall make recommendations, to council, to fill vacancies as they arise.
11. The council shall, by resolution, at the first meeting following receipt of the notice of vacancy, fill the vacancy.
12. Four (4) members shall constitute a quorum.

MEETINGS:

13. The board shall meet at least once a month, at a time and place, as set by resolution of the board at the first meeting of the board each year. However, in special circumstances, up to two (2) regular meetings per year may be waived by the chairperson.
14. The board may hold special meetings at the call of the chairperson.

15. All meetings of the board shall be open to the public.
16. All members of the board present shall vote on each question.
17. The Chairperson shall preside at all meetings.
18. If the chairperson should be unable to attend the meeting, the vice chairperson shall preside.
19. All actions of the board shall be entered in a minute book, to be kept for that purpose by the secretary-treasurer and signed by the presiding officer and the secretary-treasurer. Copies of these minutes shall be forwarded to council within ten days of meeting.
20. The chairperson, shall report in person to the council and shall provide a written report, on the activities of the board, at the December council meeting.

POWERS AND DUTIES:

23. The board shall establish annual goals and objectives.
24. The financial year of the board shall be the calendar year.
25. The board shall submit a copy of its assessment of the recreation needs and its yearly goals and objectives to council before February 1 of each year.
26. The board shall before March 1 of each year, prepare a budget, being an estimate of its proposed revenues and expenditures for the current calendar year operations
27. The board shall within its budgetary allotment manage and operate recreational projects and initiate various programs.
28. The board shall advise in the management and operation of recreational facilities and programs.
29. The board may advise council in all matters placed before it dealing with culture, recreation and sport.
30. All volunteers working for the board shall be considered employees.
31. The secretary-treasurer of the board shall, at year end, ready the financial records for audit. The records shall be audited by the municipal auditor.
32. The secretary-treasurer of the board shall deposit all funds to the credit of the board in a chartered bank or credit union and those funds shall be withdrawn only by cheque signed by the secretary-treasurer and countersigned by the chairperson or vice-chairperson.
33. All monies received by the Secretary-Treasurer are to be receipted. All monies paid out are to be substantiated by vouchers or resolutions of the board.
34. The board may advise or make recommendations to council with respect to improvements or extension to the municipal recreation facilities.
35. The board shall assess the recreation needs of the residents of the municipality:
 - (a) for the current year;
 - (b) for a five year projection;
 and provide council with a copy of these assessments annually.
36. The board shall encourage and co-operate with organizations in the promotion of programs.
37. Bylaw No.4/68 passed July 8, 1968 is hereby repealed.
 Bylaw No.2/75 passed January 6, 1975 is hereby repealed.
 Bylaw No.3/85 passed March 4, 1985 is hereby repealed.


 Mayor


 Administrator

CERTIFIED a true copy of
 Bylaw No.6/85 adopted by
 resolution of Council on
 the 7th day of October, 1985.


 Mayor


 Administrator