

BY-LAW NO. 834

RECREATION AND CULTURAL BY-LAW

Under the Provisions of Section 209 of the Municipal Government Act, being Chapter 68 of the Revised Statutes of Alberta, there is hereby established a Recreation and Cultural Board to be known as the Elk Point and District Regional Recreation and Cultural program for the Town of Elk Point and the County of St. Paul #19.

1. (a) The Board shall consist of members serving without pay, who shall be appointed by resolution of the Council. All appointed members, except the "councillor-representatives", shall become effective at the first meeting following the annual meeting. The "councillor-representatives" shall become effective the first Board meeting following the respective Co-operating Authorities' Organizational Meeting. The said members as far as is practicable to consist of:
  1. One County Councillor
  2. One Town Councillor
  3. Four other Town Representatives
  4. Two Representatives from the Heinsburg and Frog Lake Area
  5. One Representative from each of the following Communities:
    - (a) Armistice
    - (b) Ferguson Flats
    - (c) King George
    - (d) Lindbergh
    - (e) Spring Park
- (b) 1. The Co-operating Authorities shall after the recommendation of the Board, appoint all the respective members - excluding the Town and the County "councillor-representatives" - to the Board in December of the year in which the term expires. The Co-operating Authorities' "Councillor-representatives" shall be designated by the respective council each year at their respective Organizational Meeting.
  2. At the first meeting of the Board, it shall be determined that approximately one-half of the Board members shall serve a three year term and the remaining members a two year term. This shall be determined by a draw of names excluding the two Councillor - representatives.
  3. Subsequently, all members shall hold office for a term of two years.
- (c) All members shall remain in office until their respective successors are appointed.
- (d) A maximum of two consecutive terms at which time they must retire for a period of at least one year,
- (e) In the event of a vacancy occurring the person appointed to fill such vacancy shall hold office for the remainder of the term concerned in the vacancy which has arisen.
- (f) All persons appointed as members of such board shall be Residents of the Town of Elk Point or the County of St. Paul and shall remain members only during such time as they continue to be residents of the said area.

(g) Any member of the Board who shall be absent from three consecutive meetings of the Board shall (unless such absence be caused through illness, or be authorized by resolution of the Board entered upon its minutes) forfeit his office and another member shall be appointed in his place, for the remainder of his term of office, provided that the member forfeiting his office shall be eligible for re-appointment.

(h) Council may for reason, request the resignation of any member of the Board at any time prior to the expiry date of the member's term of office. And any member of the Board may resign therefrom at any time upon sending a written notice to the Secretary of the Board to that effect.

2. (a) 1. The Chairperson of the said Board shall be chosen at the first meeting of the Board, which shall take place within one month of the date of passing this by-law; a Vice-Chairperson and a Secretary-Treasurer (or a Secretary and a Treasurer) shall also be chosen at this meeting.
    2. The Board may, at its discretion, at this first meeting after annual meeting in January of each year decide to appoint a Secretary-Treasurer who does not have to be a Board member, or a Secretary and a Treasurer who do not have to be Board members. The Board may also decide at each of these meetings to offer an honorarium in recognition of this person's (or these persons') contribution to the Board.
  - (b) Regular meetings of the Board shall be held at least once a month, the time and place of such regular meetings to be determined by the Board at its first meeting, but may be changed by the Board from time to time as said Board may deem advisable. All appointed members shall become effective at the first meeting following the annual meeting.
  - (c) Special meeting of the Board may be called on forty-eight hour notice by the Chairperson or at the request of any three members of the Board.
  - (d) A Minute Book shall be kept and minutes of all regular and Special meetings shall be recorded therein by the Secretary of the Board or the Secretary pro-tem. Copies of all minutes shall be filed with the Town Municipal Administrator and County Secretary-Treasurer.
  - (e) A quorum of the said Board shall be a majority of members of the Board.
  - (f) Chairperson shall have a vote on any question and in the event of a tie the motion shall be void and cancelled.
  - (g) The Board may appoint sub-committees to deal with any special phase of the matters coming within the scope and jurisdiction of the Board as herein set forth..
3. (a) The Board shall have the power to make such rules and regulations as it may deem necessary from time to time, provided such rules and regulations are not inconsistent with powers herein conferred.
    - (b) The Board shall be concerned with all matters pertaining to equipping, marking with adequate signs, and staffing public play-grounds, athletic fields, recreation centres, and other recreation and cultural facilities owned or controlled by the Board, or on other properties with the written consent of the owners and authorities thereof. It shall be concerned with the development of a broad range of recreation and cultural services that will provide opportunity for people of all ages to use their leisure in a wholesome and satisfying manner.
    - (c) The Board shall be consulted on all matters affecting the development, maintenance and use of public recreation and cultural facilities.

(d) The Board shall be consulted whenever it is proposed to lease or to sell or to otherwise dispose of any Town or County land that is held for park purposes, and whenever it is proposed to purchase or otherwise acquire land for public recreation and/or cultural purposes. In the event that it is not practical to consult with the Board on the purchase or acquisition of land for public recreation, and/or cultural purposes, the Board shall be informed at the earliest possible time so that the Board's planning for recreation and/or culture is not disrupted.

(e) 1. The Board shall make recommendations to Council concerning the appointment or dismissal by Council of a Superintendent of Recreation and Culture.

2. The Board shall have the responsibility of developing a policy for Council with regards to duties and responsibilities of staff.

(f) In the interest of a well balanced co-ordinated recreation and cultural program the Board shall co-operate with and encourage all organizations, public, private, civic, social and religious, within its jurisdiction, which are supporting, promoting and working for recreation and culture in its broadest applications.

(g) The Board shall hear and consider representations by any individual, organization or delegation of citizens with respect to recreation and culture and set on such recommendations arising therefrom as the Board shall deem to be in the general interests of all citizens.

(h) Policy: The Board shall, every five years undertake to develop a five year plan of recreation and cultural services within its jurisdiction.

4. (a) Annually and prior to March 31st the Board shall submit to the Town and County a budget of estimated expenditures and revenues on the official forms prescribed by the Town Municipal Administrator for the next following year with respect to all matters over which, under the terms of this by-law the Board has jurisdiction.

(b) The Board shall make complete annual reports to the Town and County and other reports from time to time as requested.

(c) The Board shall establish letterhead stationery to be used for official business purposes,

(d) Neither the said Board or any member thereof shall have the power to pledge the credit of the Town or County in connection with any matters whatsoever, nor shall the said Board nor any member thereof have any power to authorize any expenditure to be charged against the Town of Elk Point and/or the County of St, Paul #19.

READ A FIRST TIME AND FINALLY PASSED THIS 17th DAY OF March 1977.

READ A SECOND AND THIRD TIME AND FINALLY PASSED THIS 17<sup>TH</sup> DAY OF March 1977.

NOTE: REFER TO ORIGINAL FOR SIGNATURES