

VILLAGE OF HILL SPRING

**BYLAW NO: 2010-293
RECREATION BOARD BYLAW**

A BY-LAW Establishing a Recreation Board, Replacing By-Law #99-243

UNDER THE AUTHORITY and subject to the provisions of the Municipal Government Act and amendments thereto, the Council of the Village of Hill Spring, in the Province of Alberta, duly assembled, enacts the following:

1. Definitions:

In this Bylaw unless the context specifically indicates otherwise:

- a) "Board" shall mean the "Hill Spring Recreation Board",
 - b) "Council" shall mean the "Village of Hill Spring Council",
 - c) "Village" shall mean the "Village of Hill Spring"
2. This by-law establishes a Recreation Board for the Village of Hill Spring and District consisting of an odd number of members and never less than three members, serving without pay, and approved by resolution of the board.
 - a) This board shall be composed of board members from within the village boundaries and from without.
 3. The Board Chairman shall be elected as needed from among the members of the Board through a majority vote of the board.
 4. Should any member be absent for three consecutive meetings, his or her seat on the board may be declared vacant at the board's discretion.
 5. The Board shall be concerned with all matters pertaining to the equipping, maintaining and staffing of public playgrounds, athletic fields, recreation centers, and other cultural and recreation facilities but excluding maintenance costs of the same, owned or controlled by the Village of on other properties with the written consent of the owners and authorities thereof. Maintenance costs on Village operated facilities will be borne by Council.
 6. The Board's mandate is to develop a broad range of recreational activities that will provide opportunities for all people in the community to use their leisure time in a wholesome and satisfying manner.
 7. Board members will follow the Hill Spring Recreation Board Code of Conduct.
 8. The Board shall operate within the confines of the budget approved by the Board.
 9. The Board shall hear and consider representations by any individuals, organizations, delegations of citizens with respect to recreation, and act on such recommendations arising therefrom as the Board deems to be in the best interests of the citizens of the community.
 10. The Board shall have a reorganization meeting every calendar year before April 1st, where the composition of the Board will be reviewed, positions will be reassigned, and a schedule of meetings will be established. At least one meeting of the Board is to be held every quarter of the calendar year.
 11. Rules governing Board meetings procedures shall be established by the Board chairman as required.
 12. Sub-committees may be set up to administer different aspects of recreation and chaired by a member from the Board.
 13. Minutes of Board meetings shall be made available to the Village CAO after each meeting. Minutes are kept in a binder for public viewing during office hours. The

Chairman shall present to council at regular council meetings once every quarter starting in January of the year.

14. The Board shall submit an annual budget to Council of estimated revenues and expenditures for each year, before Council's annual budget meeting to justify the Boards requisition from Council.
15. The Board has the right to apply for, receive, and administer government and other grants.
16. The Board must have a quorum of not less than 50% for each meeting in which any decision is made.
17. The Board maintains its own bank account. Signing authority must be the chairman, treasurer plus one other Board member as determined by the board.
18. This by-law rescinds by-law # 99-243 of the Village of Hill Spring.

Read a FIRST time this 16th day of March A.D., 2010.

Read a SECOND time this 16th day of March A.D., 2010.

Upon unanimous consent of Council present read a THIRD time and finally passed this 16th day of March A.D., 2010.

VILLAGE OF HILL SPRING

Mayor Peter W. Griffiths

C.A.O. Brian Kitchen

Village of Hill Spring Recreation Board
Schedule "A" Code of Conduct

1. Board members will ascribe to the following
 - Regularly attend board meetings
 - Thoughtfully prepare for and participate in discussions
 - Vote independently
 - Respect all individuals and opinions
 - Conduct business in a professional and ethical manner
 - Be receptive to new ideas
 - Avoid self interest

2. Board members will provide a united front in public. Any inquiries from the public that can not be simply answered, must be forwarded to either the chair person or the board as a whole.