

**CITY OF MEADOW LAKE
BYLAW NO. 16/2019
PARKS AND RECREATION BYLAW**

**A BYLAW OF THE CITY OF MEADOW LAKE TO CONSTITUTE AND REGULATE
A PARKS AND RECREATION BOARD**

The Council of the City of Meadow Lake, in the Province of Saskatchewan, enacts as follows:

PART 1 - INTRODUCTION

1. TITLE

This bylaw shall be known and may be cited as the "PARKS AND RECREATION BYLAW".

2. PURPOSE

The purpose of this bylaw is to constitute a "Parks and Recreation Board", set out its scope of responsibility and regulations pertaining to its operation.

PART 2 – DEFINITIONS

3. Whenever in this bylaw, the following words or terms are used, they shall, unless the text otherwise provides, be held to have the following meanings:

- (a) Board - shall mean the Meadow Lake Parks and Recreation Board.
- (b) City - shall mean the City of Meadow Lake in the Province of Saskatchewan.
- (c) Community Grant Funds – shall mean the Community Grant Program funds disbursed by the Saskatchewan Lotteries Trust Fund.
- (d) Council - shall mean the Council of the City of Meadow Lake
- (e) Parks and Recreation Manager - shall mean the Parks and Recreation Manager of the City of Meadow Lake or an employee of the City designated by the Parks and Recreation Manager or the City Manager to act on behalf of the City.
- (f) Rural Municipality - shall mean the Rural Municipality of Meadow Lake No. 588 in the Province of Saskatchewan

PART 3 - BOARD

- 4. There shall be appointed by Council a Parks and Recreation Board of up to nine members consisting of three members of Council and four persons from the City at large. The City Council may, but is not required to, appoint up to two additional youth members to the Parks and Recreation Board.
- 5. The two youth representatives may be high school students who reside within the City of Meadow Lake and are nominated by the principal of the students' high school. The student shall be either in their junior or senior year of high school and shall be and remain a student in good standing as is determined by the high school.
- 6. In recognition of the annual funding provided by the Rural Municipality to the City for recreation services, the Council of the City of Meadow Lake will have the option of increasing the Board size to eleven by adding one member from the Rural Municipality Council and one member that is a Rural Municipality resident at large.



7. Members at large and youth members shall be appointed to coincide with City Council appointments.
8. The term for members of Council representatives from both the City and the Rural Municipality shall be coterminous with their terms on Council.
9. Appointments of members shall be made at, or before, the first regular Council meeting of the year.
10. If a vacancy should appear during the term of any member Council shall, at the earliest opportunity, appoint a member to fill the vacancy for the remainder of said term.
11. The Board shall meet a minimum of twice per year to disburse Community Grant Funds, and at such other times at the call of the Chairman or Council.
12. The Chairman shall be elected annually at the first regular Board meeting and shall cast a vote on all questions.
13. In the event of a member's absence without prior notification to the Parks and Recreation Manager, the member's term may be terminated by Council and a new member appointed to fill the unexpired term.
14. The Parks and Recreation Manager, or another employee as appointed by the Parks and Recreation Manager, shall act as Secretary of the Board and shall be responsible for giving notice to members of each meeting and record and distribute the minutes of all regular and special meetings.

PART 5 - SCOPE

15. The Board shall allocate the Community Grant Funds on behalf of the City of Meadow Lake.
 - a) In years where the City and the Rural Municipality pool and jointly administer their Community Grant Funds, representatives from both communities shall vote on the allocation of funds.
 - b) In years where the City and the Rural Municipality separately administer their Community Grant Funds, only representatives from the City shall vote on the allocation of City funds.
16. The Board shall be an advisory body to Council when Council deems it necessary to have further input on special projects or events. This advisory capacity may include such items as:
 - a) Recommending improvements or changes in recreation services to Council;
 - b) Participate in long term planning regarding parks and recreation needs within the City;
 - c) Participate in planning and community engagement regarding special recreation projects; and
 - d) Recommend ways to better communicate with residents regarding recreation programs and opportunities.
17. The Board shall have only those powers delegated to it by Council, and City Council shall have the final authority and responsibility regarding all matters pertaining to the Parks and Recreation Department.



PART 6 – GENERAL

18. Bylaw No. 3/2010 is hereby repealed.

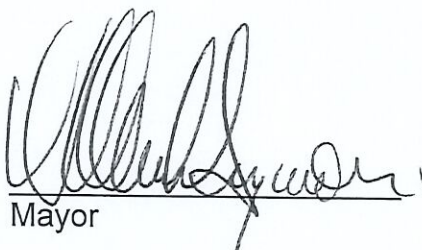
Introduced and read a first time this 28th day of October, 2019.

Read a second time this 28th day of October, 2019.

Read a third time and adopted this 28th day of October, 2019.



Acting City Clerk



Mayor

Certified True Copy of
Bylaw # 16/2019
Accepted by Resolution of
Council on the 28th
day of October, 2019.



Acting City Clerk