



**BIRCH HILLS COUNTY
BY-LAW 2016-10
RECREATION BOARD BYLAW**

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**BIRCH HILLS COUNTY
RECREATION BOARD**

Bylaw No. 2016-10

**A BYLAW OF BIRCH HILLS COUNTY IN THE PROVINCE OF ALBERTA, TO ESTABLISH
A RECREATION BOARD AND TO DEFINE THE DUTIES, POWERS AND FUNCTIONS
OF THAT BOARD.**

WHEREAS the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, and amendments thereto, authorize Council to pass Bylaws relating to the establishment and function of Council Committees and other bodies;

AND WHEREAS, the Council may in accordance with Section 203 of the *Municipal Government Act*, delegate any of its executive and administrative duties and powers and functions;

**NOW THEREFORE THE MUNICIPAL COUNCIL OF BIRCH HILLS COUNTY IN THE
PROVINCE OF ALBERTA DULY ASSEMBLED ENACT AS FOLLOWS:**

PART I: BYLAW TITLE

- 1.1. This Bylaw shall be known as the "Recreation Board Bylaw".

PART II: DEFINITIONS

- 2.1. *Act* means the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments.
- 2.2. *Chief Administrative Officer or CAO* means the person appointed to the position of Chief Administrative Officer by Council.
- 2.3. *Council* means the Council of Birch Hills County.
- 2.4. The *County* means "Birch Hills County".

PART III: APPOINTMENT, TERMS AND CONDITIONS

- 3.1. Council hereby establishes the Recreation Board.
- 3.2. Council shall, by resolution, at the annual Organizational meeting appoint Ward specific members-at-large to the position of Board Member for each Ward of the County.
- 3.3. Each Member-at-large may serve a term of no more than three (3) years.
- 3.4. In the event of a vacancy, including at the end of term, each vacancy must be advertised, seeking a new member for a minimum of at least four (4) weeks, before the current member-at-large may be re-appointed.

PART IV: RESPONSIBILITIES

- 4.1 The Recreation Board shall:
- 4.1.1. Appoint a Chair, and Vice Chair;
 - 4.1.2. Rotate the Vice Chair to fill the Position of Chair, the following year;
 - 4.1.3. Meet at least once per year;
 - 4.1.4. Distribute in a fair manner, any monies budgeted by Council to the *Recreation Board*.

PART V: ADMINISTRATIVE DUTIES

- 5.1 In order to carry out the responsibilities of the Recreation Board, the CAO must entrust administration to:
- 5.1.1 Ensure each position of the *Recreation Board* is filled;
 - 5.1.2 Provide a Recording Secretary for each meeting;
 - 5.1.3 Ensure legislation, including this Bylaw, for the *Recreation Board* be visited and updated as often as needed;
 - 5.1.4 Ensure all financial aspects pertaining to the *Recreation Board*, including but not limited to, expense claims, mileage and distributing of funds is administered as per County Policy.

PART VI: SEVERABILITY

- 6.1 If at any time any provision of this Bylaw is declared or held to be illegal, invalid or ultra vires, in whole or in part, then that provision shall not apply and the remainder of this Bylaw shall continue in full force and effect and shall be constructed as if it had been enacted without the illegal, invalid or ultra vires provision.

PART VII: REPEAL

- 7.1 Bylaw No. 2-96, the Inter-municipal Recreation Board Bylaw, is repealed.

PART VIII: ENACTMENT

- 8.1 This Bylaw shall come into force and effect when it receives third reading and is duly signed.

READ a first time this 10th day of November, 2016

READ a second time this 10th day of November, 2016

READ a third time this 10th day of November, 2016

Signed this 10th day of November, 2016

Original Signed By _____

Reeve
Marvin Doran

Original Signed By _____

Chief Administrative Officer
Hermann Minderlein