

VILLAGE OF DEBDEN
BYLAW NO. 3/03

Jan 30

A BYLAW TO ESTABLISH THE COMMITTEE OF CONCERNED HEALTH

The council of the village of Debden, in the province of Saskatchewan, Enacts as follows:

Definition:

1. In this bylaw, including this section:

- (A) "Board" means the Committee of Concerned Health appointed pursuant to this bylaw.
- (B) "Council" means the council of the village of Debden.
- (C) "Municipality" means the village of Debden
- (D) "Program" means those activities normally carried on in health concerns.

Function:

2. The function of the Board shall be:

- (A) To manage and operate the following facilities:
 - i) Health Service Center.
- (B) To advise council on projects to improve any health concerns.

Composition of Board:

3. The Board shall consist of 7 members, to be appointed by resolution of council, as follows:

- (A) one member of council or council appointment.
- (B) 6 representatives from the annual meeting, of which are elected at large.

4. At the first appointment of the board members, by council motion, the terms of office shall be as follows: one year.

Following the first annual meeting the terms shall be:

- (A) 2 members for a one year term.
- (B) 2 members for a two year term.
- (C) 2 members for a three year term.

5. (A) Two consecutive terms of office may be served, however, subsequent to serving two terms, there is an obligatory one year of absence from the board.

6. The board shall appoint one board member as:

- (A) Chairman
- (B) Vice Chairman, and
- (C) Secretary
- (D) Treasurer.

7. The seat of a member of the Board who absentees himself from three 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 receipt of a written notice of resignation by the secretary of the Board.

9. The secretary or 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 members shall constitute a quorum.

Meeting:

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 at the first meeting of the Board each year.
14. The secretary or the Board shall, at the request of the chairperson or one-third of the members call a special meeting at a date specified in the request.
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 and signed by the presiding officer and the secretary.
20. That the Council representative shall, report in person to the council, and shall provide a written report, on the activities of the Board, at the December Council Meeting.
21. An annual meeting of the residents of the municipality and other interested persons, shall be held in January of each year.
22. At the annual meeting the treasurer of the Board shall present, for approval, the financial report of the current years operation. That the audited financial statement be made available through advertising once complete.

Powers and Duties:

23. The Board shall establish annual goals and objectives.
24. The financial year of the Board shall be from February 1 to January 31.
25. The Board shall submit a copy of its assessment of the health needs and its yearly goals and objectives to Council before March 1 of each year.
26. The Board shall before April 1 of each year, prepare a budget, being an estimate of its proposed revenues and expenditures for the current calendar years operations.
27. The Board shall within its budgetary allotment manage and operate the following Health Service Center and initiate various programs.

28. The Board shall advise in the management and operation of the Health Service Center.
29. The Board may advise council in all matters placed before it dealing with health.
30. All volunteers working for the Board shall be considered employees.
31. The treasurer of the Board, at year end, shall submit to Council their financial records.
32. The 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 treasurer and countersigned by the chairman or vice chairman.
33. The Board shall submit to council plans for any major capital expenditures for approval before proceeding.
34. The Board shall assess the health needs of the residents of the municipality, and area.
35. The Board shall submit to council plans for any major capital expenditures for approval before proceeding.
36. The Board shall encourage and cooperate with organizations in the promotion of programs.

Mayor: _____ Administrartor: _____



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