

BYLAW NO. 6/2020

A BYLAW TO ESTABLISH THE CORPORATION DU CENTRE COMMUNAUTAIRE DE DEBDEN COMMUNITY CENTER CORPORATION

The **VILLAGE OF DEBDEN** in the Province of Saskatchewan enacts as follows:

SHORT TITLE

1. This bylaw may be cited as the Community Center Bylaw.

INTERPRETATION/LEGISLATION

2.
 - a. “Board” means the Debden Community Center Board appointed pursuant to this Bylaw.
 - b. “Council” means the Council of the Village of Debden.
 - c. “Debden Community Center” means the Corporation du Centre Communautaire de Debden Community Center Corporation.
 - d. “Municipality” means the Village of Debden.
 - e. “Work” means any construction, erection, placement, alteration, repair, renovation, demolition, relocation, removal, use, occupancy or change of occupancy of a building.
 - f. Definitions contained in the Act and Regulations shall apply in this bylaw.

FUNCTION

3. The function of the Board shall be:
 - a) To Manage and Operate the following facilities:
 - i) Debden Community Center
 - b) To Advise Council on Projects to improve or extend any of the Debden Community Center.

COMPOSITION OF THE BOARD

4. That the official language of the Debden Community Center for the Board Members and Employees shall be bilingual, the official languages of Canada, which are French and English.
5. The Board shall consist of six (6) members, to be appointed by resolution of the following Boards and acknowledged by Resolution of Council, as follows:

- a) Three (3) Members of Council or Two (2) Members of Council and One (1) Council Appointed Representative.
 - b) Three (3) Members from the Comite Fransaskois de Debden or a minimum of One (1) Member from Comite Fransaskois de Debden and Two (2) Comite Fransaskois de Debden Appointed Representatives.
6. At the First Appointment of the Board Members, the Terms of Office Shall be as Follows:
 - a) Three Members for a One (1) Year Term
 - b) Three Members for a Two (2) Year Term
 7. Subject to Section Six, each term of office will then be Two Years.
 8. Two consecutive Terms of Office may be served.
 9. That the Chairman will be appointed every two (2) years from alternating corporations.
 10. That the Board shall appoint one Member as:
 - a) Chairman
 - b) Vice Chairman
 - c) Secretary
 - d) Treasurer
 11. The seat of a member of the Board who absentees himself from three (3) consecutive meetings without authorization by resolution of the Board, shall be declared vacant.
 12. The seat of a member of the Board shall become vacant upon receipt of a written notice of resignation to the secretary of the Board. The secretary of the Board shall bring to the attention of the Council at its next regular meeting any vacancies that arise.
 13. The Board shall make recommendations to the Council to fill the vacancies as they arise.
 14. The Council shall, by resolution, at the first meeting following receipt of the notice of vacancy, fill the vacancy.
 15. Four members shall constitute a quorum.

MEETINGS

16. The Board shall meet as often as deemed necessary in order to assure the smooth operation of the Debden Community Center, at a time and place set by resolution of the Board at the first meeting of the Board each year. A Board meeting must be held at least 4 times a year.
17. That the Board of Directors for the Debden Community Center shall not evict the following Organizations, without unanimous consent of all six (6) Board Members:
 - a) The Cooperative de L'age D'or de Debden;

- b) The Comite Fransaskois de Debden Inc;
 - c) The Debden Library; and
 - d) The Village Office.
18. The secretary of the Board shall, at the request of the Chairperson or One-Third (1/3) of the members call a Special Meeting at a date specified in the request.
 19. All Meetings of the Board shall be Open to the Public.
 20. All six (6) Members of the Board present shall vote on each question.
 21. The Chairperson shall preside at all meetings. If the Chairperson should be unable to attend the meeting, the Vice Chairperson shall preside.
 22. 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.
 23. That a Council Representative shall, monthly, report in person to Council and shall provide a written report on the activities of the Board at the December Council Meeting.
 24. An annual meeting of the residents of the municipality and other interested persons shall be held not later than March 31 of each year.
 25. At the annual meeting, the Treasurer of the Board shall present, for approval, the Financial Statement of the previous year, as well as an interim financial report of the current years operation. That the Audited Financial Statement be made available to the public once complete.

POWERS AND DUTIES

26. The Board shall establish annual goals and objectives.
27. The Financial Year of the Board shall be the calendar year.
28. The Board shall within its Budgetary Allotment manage and operate the Debden Community Center and initiate various programs.
29. The Board shall advise in the management and operation of the Debden Community Center.
30. All volunteers working for the Board shall be considered agents of the Municipality.
31. That the Treasurer of the Board, at year end, shall ready the financial records for audit. The records shall be Audited by a public accountant in accordance with the Government of Canada's level of Financial Review Standards.

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 Chairperson or the Vice Chairperson.
33. The Board may advise and/or make recommendations to the Council with respect to improvements or extension to the Municipal Facility.
34. The Board shall assess the Cultural needs of the residents of the municipality.
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.

COMING INTO FORCE AND REPEAL

37. Bylaw # 3/93 and Bylaw #15/2017 are hereby repealed.
38. This Bylaw shall come into force and take effect on, from and after the final passing thereof.

Mayor

SEAL

Administrator

APPROVED AND ADOPTED BY THE
COUNCIL FOR THE VILLAGE OF DEBDEN

THE 14th DAY OF January 2021.

APPROVED