

**TOWN OF GRAND COULEE**  
**BYLAW NO. 5-2025**  
**A BYLAW TO ESTABLISH A RECREATION COMMITTEE**

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**WHEREAS** pursuant to *The Municipalities Act*, a council may establish committees to assist in the efficient operation of the municipality;

**AND WHEREAS** the Council of the Town of Grand Coulee recognizes the importance of recreational programs and services in enhancing community well-being and seeks to engage public participation in the development and promotion of recreation opportunities;

**NOW THEREFORE** the Council of the Town of Grand Coulee, in the Province of Saskatchewan, enacts as follows:

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**TITLE**

This Bylaw may be cited as the “*Recreation Committee Bylaw*.”

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**PURPOSE**

The purpose of this Bylaw is to formally establish a Recreation Committee that will provide advice and recommendations to Council regarding recreational programs, services, and facilities in the Town of Grand Coulee.

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**ESTABLISHMENT**

There is hereby established a committee of Council to be known as the Recreation Committee.

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**MANDATE**

The Recreation Committee shall:

- a) Provide input and recommendations to Council on recreational services, programming, and capital improvements;
- b) Encourage public involvement in recreational activities;
- c) Assist with the promotion and organization of recreational events;
- d) Advise Council on long-term planning for recreational amenities and services;
- e) Follow all purchasing and procurement procedures in accordance with applicable legislation, municipal purchasing policies, and the Public Sector Accounting Board (PSAB) standards;
- f) Submit all recommendations, including budget requests and project proposals, to Council for review and formal approval;
- g) Ensure that all financial activities, transactions, revenues, and expenditures of the Committee are recorded and consolidated within the financial records of the Town;

h) Ensure that all financial records of the Committee are subject to review as part of the Town's annual audit process and comply with all applicable financial reporting requirements.

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## COMPOSITION

- a) The Recreation Committee shall consist of at least four (4) members, appointed by resolution of Council, and shall include:
- A minimum of one (1) members of Council; and
  - A minimum of two (2) members of the public who are residents or ratepayers of the Town of Grand Coulee.
- b) Additional members may be appointed by Council at its discretion.
- c) Members shall serve a term of two (2) years, unless otherwise determined by Council.
- d) The Committee shall elect a Chairperson and Secretary from among its members at its first meeting each calendar year.

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## MEETINGS AND PROCEDURES

- a) The Committee shall meet as needed or at the call of the Chairperson or Council, with a minimum of four (4) meetings annually.
- b) A quorum shall consist of a simple majority of the total appointed members.
- c) All meetings shall be conducted in accordance with Council's approved procedures and *The Municipalities Act*.
- d) Minutes of each meeting shall be recorded and submitted to the Chief Administrative Officer (CAO) for inclusion in the Council agenda package.

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## LIMITATIONS

- a) The Recreation Committee is advisory in nature and shall have no decision-making authority.
- b) The Committee shall not expend funds, enter into contracts, or make binding commitments on behalf of the Town without the express written approval of Council.

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## COMPLIANCE

The Committee and its members shall:

- a) Adhere to all municipal bylaws, applicable provincial and federal legislation, including but not limited to *The Municipalities Act*, *The Local Authority Freedom of Information and Protection of Privacy Act (LAFOIP)*, and the applicable procurement and accounting standards (including PSAB);
- b) Abide by the Town's Code of Conduct and Conflict of Interest policies.

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## DISSOLUTION

Council may dissolve the Recreation Committee by resolution at any time if it is deemed no longer necessary or effective.

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**EFFECTIVE DATE**

This Bylaw shall come into force and take effect on the date of its final passing by Council.

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**INTRODUCED AND READ** a first time this 8 day of July, 2025.

**READ** a second time this 8 day of July, 2025.

**UNANIMOUS AGREEMENT** of full council that all three readings of this Bylaw will be done in one meeting this 8 day of July, 2025.

**READ** a third time, adopted, signed and sealed on this 8 day of July, 2025.

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Mayor: \_\_\_\_\_

Chief Administrative Officer: \_\_\_\_\_