



## **BYLAW 26-1018**

### **of the Municipal District of Greenview No. 16**

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**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta to provide for the establishment of the Council Committee Steering Committee.**

**WHEREAS**, the Municipal Government Act, RSA 2000, c. M-26, authorizes Council to pass bylaws relating to the establishment and function of Council Committees and other bodies;

**AND WHEREAS**, Council deems it prudent to establish a Steering Committee to evaluate the benefits of elected officials serving on Greenview appointed committees.

**NOW, THEREFORE**, the Council of the Municipal District of Greenview No. 16, in the Province of Alberta, duly assembled, enacts as follows:

#### **1. TITLE**

1.1. This Bylaw shall be cited as the “Council Committee Steering Committee.”

#### **2. DEFINITIONS**

2.1. **Act** means the *Municipal Government Act*, RSA 2000, c.M-26, as amended from time to time.

2.2. **Committee** means the Council Committee Steering Committee established by Council.

2.3. **Council** means the duly elected municipal Council of the Municipal District of Greenview No. 16.

2.4. **Greenview** means the Municipal District of Greenview No.16.

#### **3. PURPOSE**

3.1. The Committee is hereby established to quantify the relative commitment and value of each board and committee Greenview’s elected officials are appointed, to present a balanced allocation model for Council’s consideration, and to complete this review once every four (4) years, in the year preceding a general municipal election.

#### **4. MEMBERSHIP, QUORUM AND TERMS**

4.1. The Committee shall consist of six (6) members appointed by resolution of Council. Three (3) members shall be appointed from Greenview Councillors, and three (3) members shall be appointed from Administration.

4.2. A quorum of the Committee shall be a majority of members.



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- 4.3. Any vacancies caused by the death, retirement or resignation of a member may be filled by resolution of Council.
- 4.4. The Committee shall appoint the Chair of the Committee by majority vote of the members of the Committee, at the first meeting. The Chair shall preside at the meetings of the Committee in accordance with Greenview's Procedural Bylaw.
- 4.5. A Vice-Chair shall be appointed by majority vote of the members of the Committee at the first meeting. The Vice-Chair shall preside at the meetings of the Committee in the absence of the Chair.
- 4.6. In the absence of the Chair and Vice-Chair, one of the other members of the Committee shall be elected by members to preside that meeting.

#### **5. DUTIES AND AUTHORITY**

- 5.1. To ensure equitable distribution of committee and board workload among elected officials, the Committee shall evaluate elected official appointments against the following factors:
  - A) Frequency of Meetings (Time Commitment): Number of meetings per year, average duration, and any preparation or follow-up requirements.
  - B) Level of Responsibility (Role on the Board): Whether the Councillor serves as Chair, Vice-Chair, or assumes responsibilities beyond those of a standard member.
  - C) Complexity (Scope and Optics): Degree of technical expertise required, size of budgets or programs overseen, and the level of public visibility or reputational impact.
  - D) Type of Committee: Whether the body is local, regional, intermunicipal, or provincial committee, or a subcommittee of another body, and its overall influence on municipal priorities.
  - E) Travel Requirements: Distance and frequency of travel, including overnight stays.
  - F) Benefit to Greenview: Alignment with Greenview's Strategic Plan, improvements to resident services, and opportunities for municipal advocacy or profile-building.



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#### **6. MEETINGS**

6.1. Meetings of the Committee will be held as needed, upon the call of the chair.

#### **7. COMING INTO FORCE**

7.1. This Bylaw shall come into force and effect upon the day of third and final reading.

Read a first time this 24 day of March 2026.

Read a second time this 24 day of March 2026.

Read a third time this 14 day of April 2026.

A handwritten signature in black ink, appearing to be "A. Reeve", written above a horizontal line.

REEVE

A handwritten signature in black ink, appearing to be "Stacy Wabick", written above a horizontal line.

CHIEF ADMINISTRATIVE OFFICER