

COMMITTEES AND BOARDS 2020-2021 FOR PUBLIC APPOINTMENT

Brazeau County annually appoints County residents to serve as members-at-large on various boards and committees. Prior to annual appointments Council invites interested County residents to express their interest in serving on the following. Appointments are subject to annual renewals. Attendance at meetings is a requirement for appointment.

Eligibility: Members at large must be:

- i) Canadian citizen;
- ii) A minimum of 18 years of age at the time of application;
- iii) A resident of Brazeau County – loss of residency renounces one's appointment immediately and the member at large must submit his or her resignation to the committee as soon as practicable;
- iv) Notwithstanding (iii) Council reserves the right to approve a committee Terms of Reference that at the discretion of Council may vary the requirement for a member at large to be a Brazeau County resident.

Agricultural Service Board

Appointed yearly by Council, the ASB board is made up of six members: three members-at-large and three councillors. The ASB plays a role in assessing the needs and direction of the agriculture industry, as well as identifying obstacles and working to resolve any problems that may arise. The role of the ASB can be broken down into four categories:

1. Policy and Administration: advise Council in the development and promotion of agriculture policies and have the responsibility to administer and enforce the *Weed Control Act*, *Agricultural Pest Act* and the *Soil Conservation Act*.
2. Program Development and Review: Identify local requirements for agricultural programs and make recommendations to Council.
3. Program Promotion and Advertising: participation at conferences and trade shows where agricultural producers are present to promote programs.
4. General: involvement and improvement of agricultural production through communication between the ASB and local institutions and organizations.

The board meetings are held on the third Wednesday of each month.

Municipal Planning Commission

MPC is a five-member commission consisting of three councillors and two members-at-large. The commission approves development applications of discretionary uses under the Land Use Bylaw, approves subdivision applications and provides recommendations to Council on planning matters.

Subdivision and Development Appeal Board

A five-member board consisting of two councillors, three members-at-large and three alternate members-at-large to hear and decide appeals on development or subdivision decisions that have been made previously by the Development Officer or the Municipal Planning Commission.

Composite Assessment Review Board

A three-member board consisting of one provincial member and two other members who are not provincial members. This board will hear complaints about assessments for all property in the municipality, excluding residential properties with three or less dwelling units, farmland, linear property and equalized assessment. There is a mandatory three-day training session required for this board.

Local Assessment Review Board

A three-member board consisting of three members who are not provincial members. This board will hear complaints about non-assessment matters and assessments of residential properties with three or less dwelling units and farmland. There is a mandatory three-day training session required for this board.

Brazeau Seniors Foundation

A five-member foundation representing the Town of Drayton Valley, the Village of Breton, and Brazeau County, which is responsible for the management of senior's housing in Drayton Valley and the Village of Breton. The County appoints one councillor and one member-at-large to the Foundation.

The Foundation manages the social housing programs in Drayton Valley and surrounding area, including the Shangri-La Lodge; Senior Apartments Projects and also Family/Individual Housing Programs; Plus the Direct to Tenant Rent Supplement Program. All programs have separate budgets; with reporting requirements.

Weed, Soil and Pest Appeals Committee

A three-member committee consisting of three members-at-large to hear appeals against notices issued under the *Alberta Weed Control Act* and the *Agricultural Pest Act*. The committee meets infrequently and only as required.

Partnership Advisory Committee (PAC) for Alternative Land Use Services (ALUS)

Terms of Reference

Purpose

The Alternative Land Use Services Partnership Advisory Committee (PAC) is a committee that oversees management and implementation of the ALUS program within Brazeau County in conjunction with Administration. PAC members will provide input and decide on project applications that deliver ALUS to producers within the community.

Authority

The PAC is delegated with the ability to decide on project applications submitted by eligible producers to the Brazeau County ALUS Program. The PAC may dedicate funds towards approved projects as established within the Brazeau County Annual Budget.

Goals

The goal of the PAC is to improve ecosystem goods and services within Brazeau County on agriculturally marginal land in conjunction with local producers. This goal is achieved via the decision making process on projects that fit the framework of the ALUS Program in Brazeau County.

Roles and Responsibilities of Committee Members

The roles and responsibilities of the PAC include, but are not limited to, the following:

- 1) Review and decide on potential projects based on ALUS criteria.
- 2) Establish payment structure and amounts for each project.
- 3) Communication with external organizations as it relates to projects or the ALUS Program.
- 4) Act as a liaison between the PAC and other agricultural producers.
- 5) Identify potential sources for in-kind contributions, sponsors, and grants to support the ALUS Program.
- 6) Attend meetings and vote on motions and decisions.

Membership

The PAC will remain in its role as long as Brazeau County has an active Memorandum of Understanding with ALUS Canada. Strong producer representation is required on the committee, balanced by external agencies that can provide feedback on project proposals. As such, the committee will strive to consist of:

- 1) A majority (51%) of local producers (being defined as those producers that actively farm & ranch within Brazeau County municipal boundaries)
- 2) A minority (49%) of external agencies including non-governmental organizations, provincial, and federal government representatives
- 3) One Brazeau County Councillor and one alternate Councillor selected by Council

Members will be selected from relevant external agencies and area producers. A list of recommended agencies and individuals will be compiled by Administration and provided to Council for final approval.

Meeting Frequency

Meetings will be held a minimum of four times, and a maximum of 10 times per year, as required at the discretion of the committee.

Remuneration

Members of the PAC will be reimbursed as per Council Policy 1 – Council and at Large Appointee Remuneration and Council Policy 5 – Conference/Meeting/Courses/Social Functions or relevant policy in place currently. If the member represents an external agency and receives wages from that agency, they are not eligible for remuneration as per Council Policy 1 and Council Policy 5 or relevant policy in place currently.

Term of Appointments

As per the Procedural Bylaw 992-18 or relevant bylaw in place currently, all committee term appointments shall be for one year only.

Sub-Committees

The PAC may strike sub-committees as appropriate. Such committees must be chaired by a PAC member, but may include members of the community who are supportive of the ALUS concept. Proposed actions by committees must be approved by consensus or by a quorum of the PAC prior to implementation.