

TOWN OF DRAYTON VALLEY

BYLAW 91-27

Being a Bylaw of the Town of Drayton Valley in the Province of Alberta to provide for the establishment of an Environmental Advisory Board and to set forth the duties and responsibilities of that Board.

WHEREAS, in accordance with the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 1980, and amendments thereto, the Council of a municipality may pass a bylaw for the establishment of an Advisory Board;

AND WHEREAS, the Council of the Town of Drayton Valley desires to promote, expand and enhance environmental services in Drayton Valley;

NOW THEREFORE, the Council of the Town of Drayton Valley, duly assembled, hereby enacts as follows:

1. There is hereby established a Board which shall be known as the Drayton Valley Environmental Advisory Board.
2. This Bylaw shall be cited as the Drayton Valley Environmental Advisory Board Bylaw.
3. Interpretation
 - a) Town - means the Town of Drayton Valley.
 - b) Board - means the Town of Drayton Valley Environmental Advisory Board.
 - c) Council - means the Town of Drayton Valley Council.
 - d) Member of the Town-at-large - means a citizen of the Town of Drayton Valley.
 - e) Municipal District of Brazeau No. 77 - means the municipal corporation of the Municipal District of Brazeau No. 77 surrounding the Town of Drayton Valley.
 - f) Member of the Municipal District of Brazeau No. 77 - means a citizen of the Municipal District of Brazeau No. 77, as previously defined in this Bylaw.
 - g) Sustainable Development - means development which is economically feasible while still making more effective use of limited resources.

4. Purpose of the Board

The Board shall provide recommendations to Council in making decisions and developing municipal policies and strategies regarding environmental services in Drayton Valley.

5. Duties/Terms of Reference

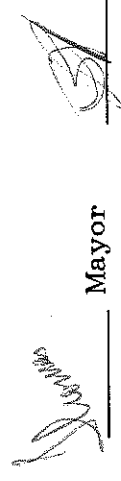
The Board shall:

- a) Advise Council on matters related to the environment while considering economic impact.
- b) Consider representation and input from citizens-at-large and environmental organizations with respect to environmental matters concerning the Town.
- c) Review and forward their findings to Council on all proposed environmental regulations and provincial proposals affecting the Town.
- d) Assist Council in developing an environmental plan for the Town. The plan shall explore municipal options and policies.

Initials: _____

Mayor

Municipal Secretary



- e) Assess existing industrial practices to ensure environmental safety measures are taken.
- f) Consider those items pertaining to environment matters, which have been referred to the Board by the public or Council and forward recommendations to Council for decisions.
- g) Recommend to Council the need for sub-committees as required for special projects.

6. Composition of the Board

- a) The Board shall consist of nine (9) to fifteen (15) members, who shall be appointed by resolution of Council for a one year term, being January 1st to December 31st, or part thereof, unless otherwise provided for in this bylaw, and be composed as follows:
 - i Three (3) members of Council
 - iv Six (6) to twelve (12) members of the Town-at-large, with special consideration being given by Council to applications received from members of the M.D. of Brazeau No. 77 when required.
- b) Board members shall be selected on the basis of an active interest in environmental activities and a willingness to communicate with others in their sector.
- c) If any member of the Board is absent from three (3) consecutive regular meetings, the Council may, upon recommendation of the Board, declare the position vacant and fill the position in accordance with Council policy.
- d) The Council may revoke the appointment of any member(s) prior to the expiration of their term(s) for just cause.

7. Procedures

- a) Council shall appoint three Councillors, and of those three Councillors, a Chairperson and a Vice Chairperson, at the annual organizational meeting of Council, for a one year term.
- b) The Chairperson shall preside at meetings of the Board and in the absence of the Chairperson, the Vice Chairperson, and in the absence of the Vice Chairperson, the third Council member will act as Chairperson. Should none of the Council members be present at the meeting, the meeting will be cancelled and rescheduled for another time.
- c) The Board may hold regular monthly meetings, with such meetings to be set by the Board, or special meetings as required, at the call of the Chairperson.
- d) A quorum for regular and special meetings of the Board shall consist of a majority of appointed Board members.
- e) The Secretary, as designated by the Town Manager, shall prepare an agenda for each upcoming meeting of the Board, containing items submitted by the Chairperson or Board members, and shall be circulated three days in advance of the meeting.
- f) A minute book shall be kept and minutes of all regular and special meetings shall be recorded therein by the Secretary. A summarization of all topics recorded in the minutes shall form the basis of a report, to be included in the regular Council agenda for Council's review and decision. The report shall be reviewed at the Council meeting by the Board Chairperson, or Vice Chairperson in the event of absence. Copies of all minutes shall be made available to all Board members.

Initials: _____

Mayor

Municipal Secretary



- g) The Chairperson and all appointed Board members shall vote on any question, except where authorization to abstain from voting due to conflict of interest has been obtained, in which case the Board member(s) abstaining shall leave the premises, and shall not take part in the discussions or voting. In the event of a tie, the motion shall be lost.
- h) Meeting procedures shall be conducted in accordance with good meeting practices and disputes resolved in accordance with Robert's Rules of Order.
- i) Neither the Board nor any member thereof shall have the power or authority to pledge the credit of the Town in connection with any matter whatsoever, nor shall the said Board or any member thereof have the power to authorize any expenditure to be charged against the Town of Drayton Valley and any of its agencies, corporations, managers or other committees of Town Council.
- j) Neither the Board nor any members thereof shall perform activities relating to fundraising or advertising on behalf of the Town, unless such activities have been previously sanctioned by Council resolution.
- k) Neither the Board nor any member thereof shall have the power or authority to regulate, direct or control the duties, functions and operation of the Town Manager or subordinates.
- l) The Town Manager, and/or members of Town Administration, as authorized by the Town Manager, shall be entitled to attend all meetings of the Board in an advisory capacity, but shall not be entitled to vote.
- m) The Mayor shall be entitled to attend and vote on all questions at any and all meetings of the Board.

8. Bylaws 91-01, 91-08, and 91-09 of the Town of Drayton Valley are hereby repealed.

This Bylaw shall come into force and have effect from and after the date of third reading thereof.

Read a first time this 31st day of October
A.D., 1991

James W. Jew
Mayor

Shannon
Municipal Secretary

SEAL

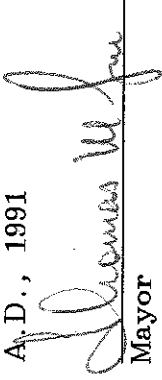
Read a second time this 31st day of October
A.D., 1991

James W. Jew
Mayor

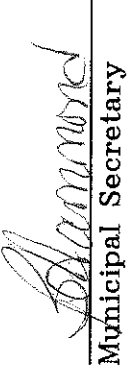
Shannon
Municipal Secretary

SEAL

Authorization for third reading granted this *31st* day of *October*
A.D., 1991



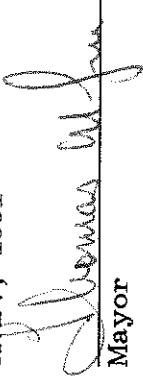
Mayor



Municipal Secretary

SEAL

Read a third time this *31st* day of *October*
A.D., 1991



Mayor



Municipal Secretary

SEAL