
BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO ESTABLISH A MEMBER AT LARGE REVIEW PANEL FOR THE TOWN OF BLACKFALDS

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act*, RSA 2000, c M-26 and amendments thereto, for the purpose of the establishment of a Member at Large Review Panel.

WHEREAS, pursuant to Section 145 of the *Municipal Government Act*, RSA 2000, c M-26, and amendments thereto, permits Council to pass bylaws to establish procedures for Council Committees, and other bodies established by Council;

AND WHEREAS, it is the desire of the Council to establish a Member at Large Review Panel Council Committee and prescribe duties and functions of that Committee.

NOW THEREFORE, the Municipal Council of the Town of Blackfalds, duly assembled hereby enacts:

PART 1 – TITLE

- 1.1 That this Bylaw shall be cited as the “**Member at Large Review Panel Bylaw**”.
- 1.2 Schedule “A” shall form part of this Bylaw as the Member at Large Review Panel Terms of Reference.

PART 2 – DEFINITIONS

- 2.1 In this Bylaw:
 - (a) “**Act**” means the *Municipal Government Act*, RSA 2000, c M-26 and any amendments thereto.
 - (b) “**Committee**” means a committee, commission, board, authority or other body established by Council.
 - (c) “**Council**” means the elected officials, being the Mayor and Councillors of the Town of Blackfalds.
 - (d) “**Member**” means a member of Council duly elected and continuing to hold office.
 - (e) “**Member at Large**” means a member of the public appointed by Council to a Committee.
 - (f) “**Member at Large Review Panel**” means the Members appointed to carry out the interview process and recommendations for Member at Large appointments and subsequent approval consideration by Council.

PART 3 – TERMS OF REFERENCE

- 3.1 The Member at Large Panel Terms of Reference are outlined in Schedule “A” of this Bylaw and will set out the purpose and duties of the Member at Large Review Panel.

PART 4 - DATE OF FORCE

- 4.1 That this Bylaw shall come into effect, upon the date on which it is finally read and passed.

READ for the first time this 8th day of October, A.D. 2024.

(RES. 280/24)

-Original Signed-

MAYOR JAMIE HOOVER

-Original Signed-

CAO KIM ISAAK

READ for the second time this 8th day of October, A.D. 2024.

(RES. 281/24)

-Original Signed-

MAYOR JAMIE HOOVER

-Original Signed-

CAO KIM ISAAK

READ for the third time this 8th day of October, A.D. 2024.

(RES. 283/24)

-Original Signed-

MAYOR JAMIE HOOVER

-Original Signed-

CAO KIM ISAAK

UNCERTIFIED COPY

SCHEDULE "A"

**MEMBER AT LARGE REVIEW PANEL
TERMS OF REFERENCE**

1. Purpose/Mandate

- 1.1 To carry out the screening, interview and selection process for the Member at Large Appointments and make recommendations to Council on Member at Large Appointments to Council Committees.

2. Membership

- 2.1 The Member at Large Review Panel will consist of three (3) Council Members.

3. Meetings

- 3.1 Meetings will be held on an as needed basis.

4. Committee Roles and Responsibilities

- 4.1 To review all applications received for vacancies on a Committee.
4.2 Shortlist candidates for an interview.
4.3 Conduct interviews.
4.4 Make recommendations for Member at Large appointments to Town Council.

UNCERTIFIED COPY