

**BYLAW 21-006  
OF  
LAC LA BICHE COUNTY**

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A BYLAW OF LAC LA BICHE COUNTY IN THE PROVINCE OF ALBERTA TO ESTABLISH THE SAFER MUNICIPALITY ADVISORY COMMITTEE

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**WHEREAS** pursuant to the provisions of the *Municipal Government Act*, R.S.A. 2000, Chapter M 26, and amendments thereto, Council may pass a bylaw in relation to the establishment and function of Council Committees, and the procedures and conduct of Council Committees;

**AND WHEREAS** the Council of Lac La Biche County has determined that it is in the best interests of the municipality to establish the Safer Municipality Advisory Committee;

**NOW THEREFORE** under the authority and pursuant to the provisions of the said *Municipal Government Act*, and by virtue of all other powers enabling it, the Council of Lac La Biche County, duly assembled, enacts as follows:

**Title**

1 This bylaw is called the “Safer Municipality Advisory Committee Bylaw”

**Definitions**

2 The definition of any word or term used in this bylaw which is defined in the *Municipal Government Act* shall have the same definition of the word or term as specified in the *Municipal Government Act*.

- (a) “Administration” means the administrative and operational arm of the Municipality, comprised of various departments and business units and including all employees who operate under the leadership and supervision of the Chief Administrative Officer;
- (b) “CAO” means the Chief Administrative Officer of the Municipality or their delegate;
- (c) “Council” means the municipal Council of Lac La Biche County.
- (d) “County” means Lac La Biche County;
- (e) “Committee” refers to the Safer Municipality Advisory Committee.

**Establishment**

3 The Safer Municipality Advisory Committee is hereby established.

**Purpose**

4 The Committee is an advisory committee to Lac La Biche County Council, focused on making Lac La Biche County a safer municipality.

- 5 The Committee is to act as a liaison between the public, law enforcement agencies, and Lac La Biche County Council.

### **Terms of Reference**

- 6 The Committee shall recommend annual terms of reference outlining the Committee's scope, priorities and workplan for the forthcoming year.
- 7 The terms of reference will be reviewed annually by the Committee and approved by Council resolution.

### **Membership**

- 8 The Committee's membership will consist of 6 voting members, designated in accordance with the Lac La Biche County Council Procedural Bylaw, including:
  - the Mayor as the Chairperson of the Safer Municipality Advisory Committee;
  - two County Council representatives and an alternate member designated by County Council; and
  - three community members at large.
- 9 The membership of the Committee will also include a voting representative from the Royal Canadian Mounted Police
- 10 Members at large will be eligible to serve a two-year term.
- 11 If any member of the Committee is absent from three (3) consecutive regular meetings, Council, on recommendation from the Committee, may declare a vacancy in respect of the office of such member. The committee may, upon resolution, accept an extended absence from regular meetings of the Committee.
- 12 In the event no other member of the public expresses interest, the Committee may retain members at large who wish to remain on the Committee. A member at large may reapply prior to the expiration of term.
- 13 On an issue-specific basis, the Committee may request discussions to include Administration personnel, other persons, organizations or stakeholders who have an interest and may offer valid information, as deemed appropriate by the Committee and Administration.
- 14 Administration will provide the required administrative support to the Committee as required under the direction of the CAO.

### **Quorum**

- 15 Quorum of the Safer Municipality Advisory Committee shall be a simple majority and a minimum of one Member of Council.
- 16 Proceedings of the meetings shall be in accordance with the Lac La Biche County Procedural Bylaw.

- 17 The proceedings and deliberations of the Committee must be conducted in public, except where the Committee deals with information protected from disclosure under the provisions of the *Freedom of Information and Protection of Privacy Act, R.S. S 2000, Chapter F25* and amendments thereto.
- 18 When a meeting is closed to the public, no resolution may be passed at the meeting, except a resolution to revert to a meeting held in public.
- 19 All resolutions will be documented in the minutes of the meeting. Administration will then provide Council with the recommendation of the Committee as soon as practicable for a decision.
- 20 The Committee will be advised of the decision made by Council at the next Committee meeting.

### **Electronic Meetings and Remote Participation**

- 21 A meeting may be conducted by means of electronic or other communication facilities in accordance with the Municipal Government Act and as directed by the Chair;
- 22 While participating in Closed Sessions of the Committee by means of electronic or other communications facilities, members are responsible to ensure no one else will be present or have access to the closed session discussion and to maintain the confidentiality of the Closed Sessions in accordance with the Municipal Government Act.

### **Decision Making**

- 23 The members of the Committee are expected to represent the interests of the municipality as a whole.
- 24 Decisions will be made by simple majority. All members shall be required to vote on any matter before the Committee unless a pecuniary interest is declared. In the event of a tie, the resolution is lost.

### **Remuneration**

- 25 Member at large appointed to the Committee are eligible for remuneration under the County's Committee Members Remuneration Policy.
- 26 Members representing stakeholder organizations as employees or in a paid position shall not be eligible for remuneration under the County's Committee Members Remuneration Policy.

### **Sub-Committee**

- 27 The Committee is hereby authorized to establish a sub-committee to assist and offer guidance.

### **Effective Date**

- 28 This bylaw shall come into force and effect upon third reading

### **Repeal**

- 29 Bylaw 20-031 and Bylaw 19-016 are hereby repealed upon this bylaw coming into effect.

**THAT BYLAW 21-006 BE GIVEN FIRST READING THIS 10<sup>th</sup> DAY OF AUGUST, 2021.**

**THAT BYLAW 21-006 BE GIVEN SECOND READING THIS 10<sup>th</sup> DAY OF AUGUST , 2021.**

**THAT BYLAW 21-006 BE SUBMITTED FOR THIRD AND FINAL READING THIS 10<sup>TH</sup> DAY OF AUGUST, 2021.**

**THAT BYLAW 21-006 BE GIVEN THIRD AND FINAL READING THIS 10<sup>TH</sup> DAY OF AUGUST, 2021.**

"Original Signed"

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Mayor

"Original Signed"

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Chief Administrative Officer