



Committee/Board/Commission Appointments and the Organizational Meeting

The Municipal Government Act requires all Councils in Alberta to hold an Organizational meeting every year. For rural municipalities such as the M.D. of Bighorn, organizational meetings are the time at which Council generally cover a number of administrative housekeeping matters, such as: appointment of Reeves and Deputy Reeves, setting of Council meeting dates and times, and (perhaps most importantly) Councilors are assigned to the various boards/ committees/ commissions. The M.D.'s Organizational meeting is held in mid to late October.

It is also at the organizational meeting that public representation on the various boards/committees/commissions is established. Applications are reviewed, and decisions made as to who will serve on the various bodies.

Members of the Public are invited to submit the Application Form. Most of the boards/ committees/commissions are advisory bodies, providing advice and recommendations to Council, although some are autonomous and make decisions on their own (such as the Municipal Planning Commission, the Subdivision/Development Appeal Board, and the Assessment Review Board). Time commitments vary; some boards/ committees/commissions meet regularly, on a monthly basis, while some meet only when necessary (at the call of the Chairman), or when an issue arises that requires their review.

Some of the boards/committees/commissions have specific; and sometimes mandatory training requirements, training is provided by Provincial staff or other personnel. Attendees will be provided per-diem and, if incurred, coverage of expenses (mileage, meals, accommodations).

If you would like more information, please contact the M.D. office at 403-673-3611 (Calgary direct 403-233-7678).



Committee/Board/Commission Descriptions

AGRICULTURAL SERVICE AND ENVIRONMENTAL ADVISORY BOARD (ASEAB)

The ASEAB deals with the following:

- Agriculture issues (livestock production, forage production, etc.)
- Environmental issues (logging, water conservation, etc.) Weed/vegetation control
- Soil/water conservation
- Problem wildlife
- Liaison to the MPC regarding re-designation and agriculture issues.

The ASEAB typically meets five times a year. The ASEAB is responsible for administering various Provincial Acts that include:

- Agriculture Service Board Act. -Weed Control Act.
- Soil Conservation Act. -Pest Control Act.

ASSESSMENT REVIEW BOARDS (ARB)

Local and Composite ARBs may be established to decide complaints received regarding property assessment. The hearings are held on an as-needed basis and vary in length depending upon the number of appeals. Both ARBs operate as prescribed by the Municipal Government Act. There are mandatory training requirements for members of these Boards.

BIGHORN CORRIDOR ENVIRONMENT COMMITTEE (BCEC)

This committee operates to continue an ongoing and effective communication link for industry related environmental issues between the residents of the M.D. portions of the Bow Valley and the local Rock Industry. The BCEC meets every third month (March /June/September/ December), on the first Wednesday afternoon.

COMMUNITY SERVICES BOARD (CSB)

This advisory board advocates for Community Services needs. Focusing on recreation, parks, family and community support services, open spaces, and culture, it encourages and supports community driven projects and activities that enhance the quality of life of MD residents. The CSB meets not less than twice a year, but typically on a bi-monthly basis.

EMERGENCY SERVICES COMMITTEE (EMS)

This Committee meets to review emergency and disaster services to the Municipality including budget priorities, service levels, agreements with other agencies, disaster plans etc. The recommendations of the EMS committee are made to Council. The EMS meets at the call of the Chair, but not less than twice a year.

HERITAGE RESOURCES COMMITTEE (HRC)

The HRC examines how best to identify and preserve, as appropriate, other buildings, structures or sites in the MD of Bighorn, that may have local historical significance. The HRC meets on a monthly basis or as needed by call of the chair.

MUNICIPAL PLANNING COMMISSION (MPC)

This commission makes decisions on subdivision and development applications, and responds to referrals from Public Lands on Crown lease proposals. These decisions are based on Provincial and MD of Bighorn policies and regulations, but considerable discretion must be applied. The MPC also makes recommendations to Council regarding municipal planning and development issues. The MPC meets the third Wednesday every month, in a full-day meeting.

MARIGOLD LIBRARY

The representative to the board liaises with the Marigold Library System to provide library services to MD residents.

SUBDIVISION AND DEVELOPMENT APPEAL BOARD (S/DAB)

This Board is a quasi-judicial board that hears appeals against decisions made by the Municipal Planning Commission or Development Officer on subdivision or development applications. It meets when appeals are received.



M.D. of Bighorn
Municipal Board / Committee / Commissions
Application Form: 20____

Name: _____

Address: _____

Phone: _____ (home) _____ (work)

Email (If available): _____ FAX: _____

Please list the Boards/Committees/Commissions you are interested in serving on, in the order of your interest, why the Board/Committee/Commissions interests you and any experience that you have that would be of benefit to the Board/Committee/Commissions, if you were appointed.

#1

#2

#3

