

## TOWN OF STETTLER

<u>Prepared by:</u>	Administration	<u>Number:</u>	II-7(m)
<u>Adopted by:</u>	Town of Stettler Council	<u>Original Policy:</u>	2006 11 21
		<u>Previous Policy:</u>	2006 11 21
		<u>Current Policy:</u>	2013 11 01 (In House)

Title: **Town Council Committee Classification System**

Purpose: To classify Council's Committees/Boards/Agencies and establish related guiding principles.

Policy Statement:

1. **Quasi-Judicial**

- (i) Subdivision & Development Appeal Board

**Principles**

- Hear and decide appeals.
- Required by legislation.
- Can be made up of elected or non-elected officials.

2. **Town Agencies**

- (i) Beautification
- (ii) Citizen Recognition
- (iii) Development Authority
- (iv) Police Advisory

- Either advisory or in a decision making capacity.
- Committee guided by legislation, policy or committee guidelines.
- Has an elected official appointed.

3. **Joint Agencies**

- 1. Stettler Ambulance Authority
- 2. Stettler Waste Management Authority
- 3. Stettler FCSS
- 4. County of Stettler Housing Authority
- 5. Regional Partnership

- Governs a regional service.
- Elected officials usually form the majority or entire Board.
- Most Agencies have a CAO and budget to be approved by the agency.
- The Board may requisition or request funds from each municipality.
- May be subject to Provincial or other regulations.

6. Emergency Management
7. Regional Fire Authority
8. Inter Municipal Planning
9. Water Commission Liaison (New)  
- Botha, Hwy 12 & 21 and ECARWC
10. Airport
11. Library
12. Museum
13. Performing Arts Theatre
14. Physician Recruitment

#### 4. **External Agencies**

- |   |  |
|---|--|
| <ol style="list-style-type: none"> <li>1. Red Deer River Users Group</li> <li>2. Red Deer River Water Shed Alliance</li> <li>3. Stettler Health Services Foundation</li> <li>4. CAEP</li> </ol> | <ul style="list-style-type: none"> <li>- Council usually appoints one member to the Board.</li> <li>- Independent agencies often set up as a non-profit association.</li> <li>- May have a significant budget.</li> <li>- May act as an advocate for issues/concerns that affect many municipalities.</li> </ul> |
| <ol style="list-style-type: none"> <li>5. Parkland Regional Library</li> <li>6. Stettler Regional Board of Trade &amp; Community Development</li> </ol>   |  |

#### 5. **Ad Hoc - Focus**

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|---|---|
| <ol style="list-style-type: none"> <li>1. SRC Updating</li> </ol> | <ul style="list-style-type: none"> <li>- Limited Term</li> <li>- Advisory</li> <li>- Focused on a specific task.</li> <li>- One or more members of Council may be appointed as well as numerous citizens.</li> <li>- Other municipalities often appoint a member of their Council.</li> </ul> |
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Guiding principles:

1. Every appointment of a Council Member to a civic agency shall be made in accordance with the above classifications.
2. Council will review the classifications for additions/deletions each year at their Organizational Meeting.
3. All appointments will be by resolution of Council.
4. Term – The term of office for all Council Members shall be one-year to a maximum of two consecutive terms unless authorized unanimously by Council.
5. Council Members are appointed to serve as representatives of, and spokespersons for, Council and to represent Council's interests.