

COUNCIL FOR WESTLOCK COUNTY

Members: 7 elected representatives

Time Commitment: Council Meetings - up to 4 days per month
 Misc./Public Relations - 5 days plus per month

Compensation:

Councillor	Reeve
Honorarium: \$1,030.00 per month	\$1,140.00 per month
Allowance: \$515.00 per month	\$570.00 per month
Mileage: 35 cents/km.	35 cents/km.

Alberta Health Care and Extended Health Care: Mandatory participation unless covered under a spouse policy – premiums paid 100% by County.

Workers’ Compensation: Included

Councillor Accident Policy: (\$50,000.00 maximum) Included

Overnight Accommodation: \$135.00/night for meals and accommodation (Must be an authorized function)

An autonomous, elected Council, responsible for the direction of the County.

Subject to any changes by Council, regular Council Meetings are held on the second and fourth Tuesday of each month. The meetings begin at 9:00 a.m. and continue into the afternoon, until the business is completed.

Additionally as required, Council meets at 9:00 a.m. on the first and third Tuesday of each month, as a Working Meeting. Council Members will make an effort to reserve all Tuesdays for Council business, in contemplation of the need for any working, committee, or special council meetings, etc., which may be necessary, from time to time.

Each Member of Council would be expected to sit on approximately 8 to 12 Committees. Total time commitment is approximately 15 to 18 days each month, with a number of evening meetings.

Conventions, etc.:

- Alberta Association of Municipal Districts & Counties (A.A.M.D. & C.) Annual Fall Convention - usually the second week of November - 4 days.
- A.A.M.D. & C. Annual Spring Convention - usually the end of March - 2 days.
- Elected Officials Symposium - usually the end of June - 3 days.

INTERNAL COMMITTEES

Agricultural Service Board
Public Works Committee/Water Management Committee
Public Accounts Committee
Assessment Review Board
Subdivision and Development Appeal Board
Disaster Services Committee
Development Committee
Personnel Committee
Municipal Planning Commission
Fire Protection Committee
Fire Guardians
County Industrial Park Development Committee

AGRICULTURAL SERVICE BOARD:

Members: Council as a Whole
Time Commitment: 1 to 2 meetings a year
Compensation: Included in Councillor Package

A recommending Board to Council respecting the management of the Agricultural Service Board Department.

The Agricultural Service Board usually meets as part of a regular meeting of Council Conventions, etc.:

- Provincial A.S.B. Conference - usually the end of January – 3 days
- Provincial A.S.B. Tour – usually in July - 2 to 4 days

PUBLIC WORKS COMMITTEE (Includes Public Works Superintendent)

WATER MANAGEMENT COMMITTEE (Includes Director of Environmental Services)

Members: Reeve/Deputy-Reeve, Councillor for the Area and one Member of Council (Selected Chairman)
Time Commitment: 2 to 3 days per month
Compensation: Included in Councillor Package

A recommending Committee to Council, responsible for the inspection of related matters, as specifically requested by Council, and the reporting of its consensus to Council.

PUBLIC ACCOUNTS COMMITTEE:

Members: Reeve/Deputy-Reeve and Chief Administrative Officer

Time Commitment: ½ to 1 hour per Council Meeting

Compensation: Included in Councillor Package.

ASSESSMENT REVIEW BOARD:

Members: 5 Members - made up of any combination of Councillors, Employees or Members at Large

Time Commitment: 1 to 2 days per year. If there are no appeals, no meeting is required.

Compensation: Included in Councillor/Employee Package
Others - \$100.00 per day

An autonomous Appeal Board respecting appeals to current year's assessment of property, in accordance with the Municipal Government Act R.S.A.

SUBDIVISION AND DEVELOPMENT APPEAL BOARD:

Members: 5 Members - made up of 2 Councillors and 3 Members at Large

Time Commitment: Approximately 6 hours per year

Compensation: Included in Councillor Package
Others - \$100.00 per day

An autonomous Appeal Board responsible for hearing Appeals submitted, in accordance with the Land Use Bylaw and General Plan and the Municipal Government Act.

DISASTER SERVICES COMMITTEE:

Members: 2 Members of Council

Time Commitment: Approximately 2 meetings a year

Compensation: Included in Councillor Package

A Committee responsible for the organization and maintenance of a peacetime disaster plan, in cooperation with adjacent neighbor municipalities, and the recommendation for adoption of same by the Council.

DEVELOPMENT COMMITTEE:

Members: 3 Members of Council
Time Commitment: 1 to 3 half days per year
Compensation: Included in Councillor Package

A recommending Committee to Council, responsible for negotiation of Development Agreements for developments not considered to be standard in nature.

PERSONNEL COMMITTEE:

Members: 3 Members of Council
Time Commitment: 1 to 4 days per year
Compensation: Included in Councillor Package

A recommending Committee to Council, responsible for negotiation of:

- Renewals to Collective Agreements
- Salary and wages and other personnel matters specifically referred to it by Council, from time to time.

MUNICIPAL PLANNING COMMISSION:

Members: 5 Members at Large
Time Commitment: ½ day per month
Compensation: \$100.00 per day, plus mileage

An autonomous Board, responsible for administering the development policies within the Land Use Bylaw and General Plan and a recommending Board to Council respecting applications for subdivision and policy development.

FIRE PROTECTION COMMITTEE:

- Members: 3 Members of Council, Individual Fire Chiefs or Designate
- Time Commitment: ½ day per month
- Compensation: Included in Councillor Package
Others - Volunteers

A recommending Committee to Council, responsible for review of complaints, concerns referred to them and for policy development respecting fire protection issues.

The Fire Chief Advisory, made up of Fire Chiefs and the members of the six Fire Departments, usually meets the second Tuesday of the month at 7:00 p.m., once every 3 months and is chaired by one of the Council appointees.

FIRE GUARDIANS:

- Members: Each Member of Council and Others Appointed at Large
- Time Commitment: 2 days per month
- Compensation: Included in Councillor Package

Responsible for enforcing provisions of the Forest and Prairie Protection Act.

Appropriate Fire Permit books are available from the office.

Pursuant to a Bylaw passed by Council, permits are required in the County (outside of the green area) 12 months of the year.

COUNTY INDUSTRIAL PARK DEVELOPMENT COMMITTEE:

- Members: 3 Members of Council
- Time Commitment: 2 days per month
- Compensation: Included in Councillor Package

A recommending Committee to Council, responsible for the development and design of the County’s new Industrial Park.

NOTE: Unless specified otherwise, all meetings of Internal Committees are held during the day.

EXTERNAL COMMITTEES

Continuing Road Study Committee
Senior Citizens and Handicapped Transportation Committee
Westlock Municipal Airport Authority
Westlock Foundation Board
Westlock Seed Cleaning Co-op Ltd.
Westlock & District Ambulance Authority
Westlock Regional Waste Management Commission
Family and Community Support Services Board
Municipal Library Board & Yellowhead Regional Library Board
Tawatinaw Community Futures Development Corporation
Tawatinaw Valley Ski Club
Economic Development & Tourism Committee
Growth Alberta (Regional Economic Development)
Joint Services Committee

CONTINUING ROAD STUDY COMMITTEE:

Members: Council as a Whole, CAO & Public Works Superintendent

Time Commitment: 1 day per year

Compensation: Included in Councillor Package

This Committee is comprised of the Councils for Westlock County, Municipal District of Lesser Slave River, County of Barrhead, County of Athabasca, County of Thorhild.

A one day meeting with Alberta Transportation and Utilities regarding the Provincial Highway system.

SENIOR CITIZENS AND HANDICAPPED TRANSPORTATION COMMITTEE:

Members: 2 Members of Council

Time Commitment: 1 meeting per month

Compensation: Included in Councillor Package

An autonomous Committee comprised of elected representatives; 2 from Westlock County, 2 from the Town of Westlock and 1 from the Village of Clyde, responsible for the management and administration of a public transportation system for senior citizens and handicapped.

WESTLOCK MUNICIPAL AIRPORT AUTHORITY:

- Members: 2 Members of Council
- Time Commitment: 1 meeting per month
- Compensation: Included in Councillor Package

An autonomous Board comprised of 2 elected representatives each from Westlock County and the Town of Westlock and 1 other selected, from at large, responsible for the administration and management of the jointly owned Airport.

The Town of Westlock is the host jurisdiction.

WESTLOCK FOUNDATION BOARD:

- Members: 2 Members of Council
- Time Commitment: 2 days per month
- Compensation: Included in Councillor Package - Mileage Only

An autonomous Board comprised of representatives from Westlock County, the Town of Westlock and the Village of Clyde, responsible for the management of the local Senior Citizens Lodges.

Convention: Alberta Senior Citizens Housing Association - usually in December - 3 days.

WESTLOCK SEED CLEANING CO-OP LTD.:

- Members: 2 Members of Council
- Time Commitment: 1 meeting per month
- Compensation: Included in Councillor Package

An autonomous Board responsible for the management of the Seed Cleaning Plant.

WESTLOCK & DISTRICT AMBULANCE AUTHORITY:

- Members: 2 Members of Council
- Time Commitment: 1 meeting per month
- Compensation: Included in Councillor Package

An autonomous Board comprised of representatives from Westlock County, Municipal District of Lesser Slave River, the Town of Westlock and Village of Clyde, responsible for the management of ambulance services within the district.

WESTLOCK REGIONAL WASTE MANAGEMENT COMMISSION:

- Members: 2 Members of Council
- Time Commitment: ½ day per month
- Compensation: Included in Councillor Package

An autonomous Board comprised of representatives from Westlock County, the Town of Westlock and the Village of Clyde Councils, responsible for the establishment and management of a regional waste management facility.

Westlock County is the host jurisdiction.

FAMILY AND COMMUNITY SUPPORT SERVICES BOARD:

- Members: 2 Members of Council
- Time Commitment: 2 days per month
- Compensation: Included in Councillor Package

An autonomous Board comprised of representatives from Westlock County, the Town of Westlock and the Village of Clyde Councils, responsible for the management of specific family and community support social services within the district.

Convention: Annual Conference - October - 3 days

Westlock County is the host jurisdiction.

LIBRARY BOARD:

The Westlock Library Board is a body established in partnership by the Town of Westlock and Westlock County.

Members:	1 Member of Council
Time Commitment:	5 to 6 meetings a year (none in the summer months)
Compensation:	Included in Councillor Package

YELLOWHEAD REGIONAL LIBRARY BOARD:

a Regional Library, providing library services to those jurisdictions who are members, for Municipal, School and other local Libraries throughout the region. The County is a member, and as such, qualifies for an appointment to the Board.

Members:	1 Member of Council
Time Commitment:	
Compensation:	Included in Councillor Package

TAWATINAW COMMUNITY FUTURES DEVELOPMENT CORPORATION:

A body established at a Provincial level, involved in the promotion of community economic and business development.

Members:	1 Member from Council
Time Commitment:	
Compensation:	Included in Councillor package

TAWATINAW VALLEY SKI CLUB:

An independent body, responsible for the operation of the Tawatinaw Valley Ski Hill facility, which is titled to Westlock County.

Members	1 Member of Council
Time Commitment:	1 meeting per month
Compensation:	Included in Councillor Package

ECONOMIC DEVELOPMENT & TOURISM

A recommending body to Council. Meets with and liaisons with representatives from the Town on economic development issues.

Members:	3 members of Council
Time Commitment:	2 to 3 meetings a year
Compensation:	Included in Councillor package.

GROWTH ALBERTA

An independent body sponsored by a collection of area municipalities. Their mandate is to develop and coordinate an economic development plan for the region.

Members:	1 member of Council
Meetings:	1 per month, more or less
Compensation:	included in Councillor package

JOINT SERVICES COMMITTEE

A recommending body to the respective Councils. The Committee meets with representatives from the Town of Westlock Council on an as-needed basis, to discuss common and/or related issues.

Members:	3 members of Council
Meetings:	1 to 3 times per year
Compensation:	included in Councillor package

NOTE: Each External Committee determines its own meeting schedule and times.