

MAYOR'S ADVISORY COMMITTEE

Background:

Bylaw 2011/18/B of the Town of Drayton Valley establishes the Mayor's Advisory Committee.

Goals/Objectives:

The Committee is established to

- provide feedback on local needs, areas of improvement, and issues to be addressed by Council;
- enhance communication between the Public and Council towards common goals;
- provide Council with ideas to promote the community – its continued stability, growth, and overall quality of life;
- make recommendations for celebrations, recognition of people, and events; and
- provide feedback on Council's decision making practices in terms of fairness and equity.

Committee Membership/Composition and Term:

The Mayor's Advisory Committee shall consist of representatives from the Town and area, who shall be appointed by resolution of Council for a term of two or three years and the representatives shall consist of:

- 11 Members at Large from the Town, County, the Ministerial Association, the youth, the seniors; and the Mayor and Deputy Mayor.
- Advisory Committee Members shall be selected on the basis of an active interest in the community.
- All Advisory Committee Member appointments are to be made/approved by Council for a term of two or three years, commencing November 1st, with the exception of the Deputy Mayor's position.
- Appointments/re-appointments made by Town Council shall be based on information/advice of the Council and other relevant sources.
- All members of the Advisory Committee must live within the boundaries of the Town and/or County.
- Absenteeism – should a member miss three consecutive meetings, their membership will be reviewed by the Advisory Committee and will be terminated by Council at their sole discretion.

- In the event a member of the Advisory Committee resigns, the Mayor and Council will have the option to replace and/or appoint a new member to the Advisory Council to complete the vacant term.
- Remuneration for Members at Large shall be in accordance with the Council Remuneration Policy C-01-00.

Operations:

- The Mayor shall preside at the meetings, with the Deputy Mayor presiding in the absence of the Mayor.
- Meetings will be held four (4) times per year as set out by the Chair.
- The Chair can schedule additional meetings as necessary.
- A quorum for meetings of the Advisory Council shall consist of a majority of Advisory Committee members, with recommendations being made on a consensus basis.
- The Recording Secretary, as designated by the Chair, shall prepare an agenda for upcoming meetings, containing items submitted by the Advisory Council members or referred by Council, and shall be circulated in advance of the meeting.
- Notes of all meetings shall be recorded by the Secretary and kept in the Committee Meeting Minute File of the Town.
- Meeting procedures shall be conducted in accordance with good meeting practices.

Limitations:

Neither the Advisory Committee, nor any of its members, shall have the power to pledge the credit of the Town in connection with any matters whatsoever, nor shall the Advisory Committee or any member thereof have any power to authorize any expenditure to be charged against the Town any of the Parties without prior approval by the Town.