

BYLAW NO. 988/22



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF CREATING A COMMITTEE OF THE WHOLE

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WHEREAS Under the authority of and subject to the provisions of the Municipal Government Act, Statutes of Alberta, Chapter M-26 and amendments thereto (hereinafter referred to as the "MGA") a Municipal Council is authorized to do something by resolution or to do something without specifying that it be done by bylaw or resolution, it may be done by resolution or bylaw.

WHEREAS It is deemed expedient by Council that a Bylaw provide for the establishment and processes of a Town of Rimbey Committee of the Whole.

NOW THEREFORE The Municipal Council of the Town of Rimbey, duly assembled, hereby enacts as follows:

SECTION 1 – Title

1. This Bylaw may be cited as the Committee of the Whole Bylaw.

SECTION 2 – Name and Composition

1. The Committee of the Whole is the formal name of the Committee of the Whole and is comprised of each member of the Town of Rimbey Council.

SECTION 3 – Support Staff

1. The Chief Administrative Officer (CAO), or his/her designate, is the principal advisor to the Committee of the Whole. Attendance of specific municipal staff is at the discretion of the CAO.

SECTION 4 – Authority

1. The Committee of the Whole is advisory in nature, making recommendations to Council by way of resolution. No decisions will be made by Council at a Committee of the Whole Meeting. All recommendation resolutions must be brought forward to a Regular Meeting of Council for ratification. The Committee of the Whole meetings serve as an opportunity for Council to be provided with information on governance and policy matters. These meetings serve as an opportunity for Council to seek clarification on matters relating to Council Business.

SECTION 5 – Frequency of Meetings

1. The dates and times of the Committee of the Whole Meetings will be set at the Annual Organizational Meeting held each October.

SECTION 6 – Chairman

1. The Committee of the Whole meeting will be chaired by the Mayor or the Deputy Mayor in the absence of the Mayor.

SECTION 7 – Quorum

1. MGA Quorum requirements will prevail for the Committee of the Whole.
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SECTION 8 – Regulations

1. The Committee of the Whole is intended principally as a forum for discussion rather than as a decision-making venue.
2. The Committee of the Whole Meeting shall be open to the public.
3. Delegations may make presentations to the Committee of the Whole by appointment only, booked through the CAO.
4. The Committee of the Whole may close all or part of their meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act.
5. The Committee of the Whole may refer an item to the CAO for additional information or clarification but must move the issue forward to a Regular Council Meeting for consideration and decision upon receipt of the required information.
6. An agenda will be prepared by the CAO and supplied to each Committee Member and placed on the Town of Rimbey Website in accordance with the Town of Rimbey Council Procedural Bylaw.
7. Minutes of the Committee of the Whole Meeting will be forwarded to a Regular Meeting of Council for acceptance.

SECTION 9 – Mandate of the Committee of the Whole

1. The mandate of the Committee of the Whole is to:
  - a) Hear from delegations and/or refer delegations to Council
  - b) Review matters forwarded by the CAO
  - c) Consider matters placed on the agenda by other members of Council and/or refer such issues to the CAO for a report.
  - d) Issues facing the municipality
  - e) Special Projects

SECTION 10 – Term

1. The Committee of the Whole is a permanent standing committee of Council.

SECTION 11 – Effective Date

1. AND FURTHER THAT this Bylaw shall take effect on the date of third and final reading.



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READ a First Time in Council this 12 day of September, 2022.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER  
LORI HILLIS

READ a Second Time in Council this \_\_\_\_ day of \_\_\_\_\_, 2022.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER  
LORI HILLIS

UNANIMOUSLY AGREED to present this Bylaw for Third and Final Reading.

READ a Third Time and Finally Passed this \_\_\_\_ day of \_\_\_\_\_, 2022.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER  
LORI HILLIS