

## Member At Large Opportunities with Lac La Biche County

Lac La Biche County is proud to be a diverse, healthy and safe community and relies on the engagement of its community members whom each provide unique perspectives and enrich the decision-making process for the various boards, committees, and commission established by County Council.

### How to use this Guide

This document is intended to be a summary of Member at Large opportunities with Lac La Biche County. The document contains:

- Summary of established internal boards, committees, and commission.
- An overview of the Member-at-Large recruitment process.
- This document does not identify internal boards, committees or commission that does not have a Member-at-Large appointed.
- This document does not identify Task Forces that are typically task orientated.
- This document does not identify external boards or committees that Council may be appointed.
- To view a list of external boards or committees, visit the Lac La Biche County website.

If you have any questions, please contact Legislative Services at [legservices@lACLbichecounty.com](mailto:legservices@lACLbichecounty.com) or by calling 780-623-1747.

## Interested in being a Member at Large?

Visit the Lac La Biche County website to view current Committee Vacancies, as they become available, or check your local newspaper for advertisements. If you're interested in applying for a vacancy, you will be asked to complete a Committee Member Application.

### What happens after you apply?

After submitting a Committee Member Application form.

Is the application form for any of the following:

- Agricultural Service Board (ASB)
- Family and Community Support Service Board (FCSS)
- Lac La Biche County Library Board *(Cover letter and resume requested for this board).*

**NO**

**Yes**

Application is first reviewed by the respective board/s, in accordance with the Committee Member Selection Policy/Procedure. The board will provide a recommendation to Council.

Application goes directly to Council for review and discussion.

Council's Decision

Recommendation Provided to Council.

Applicant is informed of Council's decision.

# Summary of Internal Boards, Committees, and Commission

## Agricultural Service Board (ASB) and Veterinary Services Incorporated (VSI)

The ASB is an advisory board which reviews and makes recommendations on agricultural policies and other agricultural related matters of the County.

### Number of Members At Large:

3 Members-at-Large are appointed to represent each of the areas:

- Area 1 Member-South of Plamondon and West of Highway #36
- Area 2 Member- North of Plamondon around Lac La Biche lake to Secondary Highway #663
- Area 3 Member-South of Lac La Biche and East of highway #36

### Length of Term and Meeting Frequency:

Members-at-Large are appointed for three (3) year terms. Terms will be a maximum of three (3) consecutive appointments.

The Board typically meets monthly; the governing bylaw states the ASB will meet a minimum of seven (7) times per year.

## Assessment Review Boards (Local Assessment Review Board/Composite Assessment Review Board)

These boards are quasi-judicial and have been established to hear and make decisions on complaints about any matter referred to in Section 460(5) of the Municipal Government Act that is shown on an assessment notice or tax notice other than property tax notice for Residential Properties and/or Non-Residential Properties.

### Number of Members At Large:

Up to 10 Members-At-Large are appointed.

### Length of Term and Meeting Frequency:

Members-at-Large are typically appointed for three (3) year terms.

Members must have received training or be eligible as outlined in the Matters Relating to Assessment Complaints Regulation. \*Training is typically offered through the Province of Alberta, which will be coordinated by Legislative Services.

The Board meets as required.

## Family and Community Support Services (FCSS) Board

The FCSS Board promotes and encourages citizen awareness of social issues and recommendations for programming and prevention programs.

The FCSS Board acts a liaison between Council and Community Groups, recommends social policies and serves as an Advisor to the Associate CAO-Recreation and Community Services by providing counsel in program development and management.

### Number of Members At Large:

4 Members-At-Large are appointed for three (3) year terms.

Members-at-Large will remain in office until their respective successors have been appointed.

### Length of Term and Meeting Frequency:

Members-at-Large may be appointed for successive terms not totaling more than six (6) consecutive years.

Meetings are held monthly.

## Lac La Biche County Economic Development Advisory Committee

The role of this committee is to provide Lac La Biche County Council guidance on general section direction for the purpose of prioritization of policies, objectives, and projects related to strategic goals and outcomes for economic development.

### Number of Members At Large:

Eight (8) Members-at-Large are appointed to the following seats:

- Indigenous Seat
- Business Seat
- Non-Profit Seat
- Member-At-Large Seat
- Member-At-Large/Non-Resident Seat
- Member-At-Large/Non-Resident Seat
- Public Sector Seat
- Industry Seat

### Length of Term and Meeting Frequency:

The terms vary per seat, some seats may be one (1) year or two (2) years.

Meeting frequency entails a minimum of four (4) quarterly meetings and a maximum of twelve (12) meetings per year.

## Lac La Biche County Library Board

The Board provides leadership in delivering a variety of quality materials and services to support the needs of the communities it serves in an atmosphere that is welcoming, respectful and businesslike.

### Number of Members At Large:

Up to eight (8) Members-at-Large are appointed, including two (2) Youth Ambassadors.

### Length of Term and Meeting Frequency:

Members-at-large are appointed for a term up to three (3) years to a maximum of three (3) consecutive terms unless a Board Member is re-appointed by at least two-thirds (2/3) of the whole Council.

## Municipal Planning Commission (MPC)

The MPC serves as the Subdivision Authority for all subdivision applications, with the exception of subdivisions under direct control. The Commission also serves as the Development Authority for discretionary uses, and other applications which are referred by the Development Officers.

### Number of Members At Large:

Three (3) Members-at-Large are appointed to the MPC.

No person who is a Member of the Subdivision and Development Appeal Board is eligible for appointment to the MPC.

### Length of Term and Meeting Frequency:

Member-at-Large terms are for three (3) years.

The Commission typically meets two (2) times per month; however, Council during the annual organizational meeting shall establish the regular meeting schedule of the Commission.

## Safer Municipality Advisory Committee and Lac La Biche Traffic Safety Committee

This committee makes recommendations with respect to the Enhanced Policing Agreement with the Royal Canadian Mounted Police, and any agreement with the Government of Canada for the use of the services of the RCMP in this Committee; the Committee also serves as a conduit for both the RCMP and the Enforcement Services Department to receive community input on plans, priorities and proposed direction.

### Number of Members At Large:

Three (3) Members-at-Large are appointed to this committee.

### Length of Term and Meeting Frequency:

Terms are for two (2) years.

Meeting frequency is monthly.

## Subdivision and Development Appeal Board (SDAB)

The SDAB is a quasi-judicial board that hears appeals on subdivision and development decisions made by the subdivision and development authority.

### Number of Members At Large:

Up to eight (8) Members-at-Large are appointed to the SDAB.

No person who is a member of the Municipal Planning Commission shall be appointed to the SDAB.

### Length of Term and Meeting Frequency:

Terms are typically for three (3) years.

The Board meets as required.

The Municipal Government Act (MGA) requires Members to successfully complete a training program in accordance with the Subdivision and Development Appeal Board Regulation, which will be coordinated by Legislative Services.

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Visit the Lac La Biche County website to view the governing bylaws for any of the aforementioned boards, committees or commission.

Certain Boards, Committees and Commission provide Committee Member Remuneration in accordance with the Committee Member Remuneration Policy. The policy can be viewed on the Lac La Biche County website.

# Check the back of this brochure for details on the application process.

