

TOWN OF HIGH RIVER
ALBERTA
BYLAW 4216/2008

CONSOLIDATED AS OF
OCTOBER 20, 2015

Being a Bylaw of the Town of High River, in the Province of Alberta, to establish a "High River Arts & Culture Advisory Committee".

WHEREAS

The Municipal Government Act RSA 2000, Chapter M-26 provides that a Council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and for services provided by or on behalf of the municipality and

WHEREAS

The Municipal Government Act also provides that a Council may pass bylaws in relation to the establishment and functions of Council committees and other bodies;

AND WHEREAS

The Council of the Town of High River, in the Province of Alberta deems it proper and expedient to establish an Arts & Culture Advisory Committee to be an Advisory Committee to the Council on matters of arts and culture and its related policies within the Town of High River. The High River Arts & Culture Advisory Committee acts as ambassadors of arts & culture by advising and involving our Town Council and community with strategies to implement and maintain arts & culture within this community.

Bylaw 4315/2012
Bylaw 4407/2014

NOW
THEREFORE

the Municipal Council of the Town of High River, in the Province of Alberta, duly assembled enacts as follows:

I. That there is hereby established a "High River Arts & Culture Advisory Committee".

II. DEFINITIONS

In this Bylaw, unless another meaning is required by the Contract the interpretation set out in the following subsections shall be used:

- (A) "Act" means The Municipal Government Act Revised Statutes of Alberta 2000, Chapter M-26.
- (B) "Arts" means range of activities, creations, and expressions that appeal to the senses or emotions including performing arts, literature and visual art.
- (C) "Committee" means the "Town of High River Arts & Culture Advisory Committee".
- (D) "Council" mean the Municipal Council of the Town of High River in the Province of Alberta.
- (E) "Culture refers to the system of shared beliefs, values, customs, behaviours, and artifacts that the members of society use to cope with their world and with one another, and that are transmitted from generation to generation through learning
- (F) "Town" means the Town of High River, in the Province of Alberta.

Bylaw 4315/2011

III. APPOINTMENT/TERM

1. The Committee shall consist of a maximum of nine (9) members appointed as follows:

- (A) One (1) non-voting member from the Council of the Town of High River;
- (B) Eight (8) persons of the public at large residing within the Town of High River Corporate Boundary;
- (C) One (1) member of the public at large residing within the Municipal District of Foothills or if one is not available a resident of High River can be appointed;

Bylaw 4407/2014

2. The terms of office for the "High River Arts & Culture Advisory Committee" shall be as follows:

- (A) At the establishment of the Committee as nearly as may be possible, fifty (50) per cent of the Members, shall be appointed for a term of one (1) year, fifty (50) per cent for a term of two (2) years;

- (B) Members may be appointed for a maximum of three (3) consecutive terms or a maximum of 6 years;
- (C) Upon expiry of their term each member shall remain in Office until a successor is appointed by Council;
- (D) Any member of the Committee may resign upon sending written notice to the Town. The date the resignation is received by the Town shall be the effective date of the resignation;
- (E) If any member of the Committee dies, resigns, ceases to be a member of the Committee during the term which he or she is appointed, the vacancy shall be filled as soon as possible thereafter, and such appointment shall be effective only during the remaining term of the person vacating;
- (F) A member of the Committee shall be disqualified from holding Office if he or she:
 - (i) ceases to be a resident, within the meaning of the term "resident" of the Town of High River or, in the case of the MD appointee, ceases to be a resident of the MD of Foothills;
 - (ii) is employed with the Town of High River which causes a conflict of interest with their employment duties;
 - (iii) is removed by a majority vote of the Council;
 - (iv) is absent from three (3) consecutive meetings of the Committee, unless such absence be authorized by Resolution of the Committee recorded in its minutes.
- (G) Any member of Council who is a member of the Committee as the Council representative, who resigns from Council, shall be deemed to have resigned from the Committee.
- (H) The Chairperson of the Committee may be consulted when an appointment to the Committee is considered by Council.

Bylaw 4407/2014

IV. THE EXECUTIVE OF THE "High River Arts & Culture Advisory Committee" shall be composed as follows:

- (A) The Committee shall elect a Chairperson and Vice-Chairperson from its membership at the first meeting after the annual organizational meeting of Council. Members of Council shall not be elected as the Chairperson or Vice-Chairperson.
- (B) the Chairperson or in their absence the Vice-Chairperson shall:
 - (i) notify all members and advisors of the Committee of the arrangements for the holding of each regular and special meeting of the Committee;
 - (ii) keep proper and accurate minutes of the proceedings of all meetings of the Committee, true copies of which shall be filed with the Offices of the Town of High River as soon as possible after each meeting;
- (C) the administrative liaison shall:
 - (i) carry out such other administrative duties as the Committee may specify.

V. PROCEDURE/MEETINGS

1. The Committee should it deem desirable, may request a person or persons to attend its meetings in an advisory capacity, but such person shall not be members of the Committee and shall not have a vote thereon.
2. Only those members of the Committee in attendance at a meeting of the Committee may vote on any matters then before the Committee.
4. The majority of the members of the Committee shall constitute a quorum for the making of any decisions.
5. The decision of the majority of the members present at a meeting duly convened shall be deemed to be the decision of the Whole Committee.

Bylaw 4407/2014

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6. Motions put forth must be voted on by all members except motions in which a member has direct interests. A request to abstain from discussions and voting and the reason for same shall be recorded in the minutes prior to any discussion on the matter.
7. The Committee shall hold no less than ten (10) regular meetings each year and it may hold special meetings at the call of the Chairperson upon 24 hours' notice.

Bylaw 4407/2014

8. Deleted in its entirety.
9. Meetings of the Committee shall be open to the public.

VI. POWERS & DUTIES

Bylaw 4316/2011

1. The "High River Arts & Culture Advisory Committee" is established to advise Council in pursuing and implementing Cultural Programs and Services within the Town of High River.
2. The Committee shall make recommendations regarding rules and regulations with regards to programming and facilities relative to the arts & culture section of Development Services as it may deem necessary from time to time.
3. The Committee shall act in an advisory capacity to the Council of the Town of High River in relation to all matters relating to the development, maintenance and operation of Cultural Facilities provided or to be provided in the Town of High River.
4. The Committee shall be consulted on all matters affecting the development and maintenance of arts & cultural facilities.

Bylaw 4315/2011

5. Deleted
6. The Committee may appoint sub-committees to deal with any special phase of the matters coming within the scope and jurisdiction of the Committee as herein set forth.

Bylaw 4407/2014

7. The Committee will cooperate with all organizations, supporting, promoting, or working for arts & culture.
8. The Committee being cognizant of the arts & culture community in the Town of High River may hear and consider representations by any individual, organization, or delegations of citizens with respect to arts & culture and act on such recommendations arising there from as the Committee shall deem to be in the general interest of all citizens.
9. Annually, the Committee shall review the proposed Budget for arts & culture to be prepared during the following year, with respect to all matters over which, under the terms of this Bylaw, the Committee has jurisdiction, and make recommendations to Council.
10. The Committee shall annually review existing arts & cultural programs and recommend plans and priorities concerning arts & culture, with a view to establishment of the comprehensive programs to suit the assessed needs of the Community.
11. The Committee shall annually review and recommend to Town Council appropriate fees and charges based upon a percentage cost recovery formula or some other suitable means as determined by the Committee.

VII. GIFTS

Bylaw 4315/2011

The Committee may receive, on behalf of the Town and the M.D. of Foothills, gifts or bequests of money or other personal property or any donation to be applied principal or income, for either temporary or permanent use for Arts & Cultural Facilities.

VIII. LIMITATION OF POWERS


1. Neither the said Committee nor any member thereof shall have power to pledge the credit of the Town, in connection with any matters whatsoever, nor shall the said Committee nor any member thereof have any power to authorize any expenditure to be charged against the Town of High River.

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Bylaw 4407/2014


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2. No members thereof shall issue or purport to issue any order, direction or instruction to any member of the Town staff.
 3. The normal day to day operations and activities of arts & culture are under the direction of the associated director, who reports to the Chief Administrative Officer.
 4. Where a conflict arises between the Committee (indicating a majority of Committee members) and the associated director, which cannot be amiably and expeditiously resolved, then the Chief Administrative Officer, at Council's discretion, will have the authority to resolve the conflict with the least possible interruption of service to the public.
- IX. BYLAW NO. 3415/82 IS HEREBY REPEALED.
- X. THIS BYLAW SHALL COME INTO FORCE AND EFFECT UPON Third and Final reading.

Amending Bylaw 4407/2014 Read a Third time this 27 day of October A.D., 2014



MAYOR/DEPUTY MAYOR



CAO/DESIGNATE