



BYLAW NO. 15.21

*BEING A BYLAW TO ESTABLISH A YELLOWHEAD COUNTY
HERITAGE ADVISORY BOARD*

WHEREAS, Part 1, Section 3(b) of the *Municipal Government Act, RSA 2000* states that a purpose of a municipality is to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality;

AND WHEREAS, Part 2, Section 7(f) of the *Municipal Government Act, RSA 2000* provides for a council to pass bylaws for municipal purposes respecting services provided by or on behalf of the municipality;

AND WHEREAS, the Council for Yellowhead County deems that a Yellowhead County Heritage Advisory Board, hereinafter referred to as the "Board", shall be appointed to perform such functions as may be assigned to it;

NOW THEREFORE, the Council for Yellowhead County in the Province of Alberta, duly assembled, hereby enacts as follows:

- 1) A Yellowhead County Heritage Advisory Board, hereinafter referred to as "the Board," is hereby established effective October 26, 2021.
- 2) The Board shall consist of a maximum of five (5) members appointed by resolution of County Council, one of whom shall be a County Councillor.
- 3) Member-at-large terms shall be three (3) years, with a maximum consecutive tenure of six (6) years or two full terms per member.
- 4) Council will determine, by resolution, any partial terms required to ensure continuity of the Board.
- 5) Remuneration for Board members-at-large for attending meetings and related duties shall be as set in Board Member Remuneration Policy 1100.09.
- 6) Reimbursement paid to members-at-large for expenses related to Board duties shall be the same as set for County employees by the Subsistence and Travel Expenses/Allowances Policy 1200.08.16.
- 7) In the event of a vacancy occurring on the Board, Council shall replace the member by resolution, and the replacement member shall serve the remainder of the term.
- 8) Service of a partial terms shall not count towards the maximum consecutive tenure of six (6) years or two (2) full terms for any member.
- 9) The Board shall elect a Chairperson and a Vice-Chairperson from its membership at its inaugural meeting.
- 10) Meetings shall be held at least quarterly or more often as required, with a majority of the Board present to form a quorum.
- 11) The Director of Community Services for Yellowhead County or his or her designate shall act as the secretary to the Board.

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- 12) Council shall be at liberty to remove and replace any member of the Board at any time prior to the expiry date of the member's term of office, and any member of the Board may resign therefrom at any time upon sending a written notice to the Chairman of the Board and to Council.
- 13) Any public member of the Board who has been requested to attend three (3) consecutive meetings of the Board and has not been present shall cease to be a member of the Board for the remainder of their term of office, unless such absence is authorized by resolution of the Board entered upon its minutes.
- 14) The Board's mandate shall be to:
 - a. Review matters and make recommendation to Council on Yellowhead County's activities under sections 26 through 29, inclusive, of the *Historical Resources Act RSA 2000*;
 - b. Assist Yellowhead County to design and deliver public engagement on historical and heritage resources, programs, and services in the municipality;
 - c. Advise Yellowhead County Council and administration on opportunities and matters of concern related to heritage and historical matters generally;
 - d. Approve applications for Yellowhead County grants for heritage projects in amounts up to and including five thousand dollars (\$5,000.00) per application, provided the funding is available in the annual operating budget;
 - e. Review and make recommendations to Council on applications for Yellowhead County grants for heritage projects over five thousand dollars (\$5,000.00).
- 15) This bylaw comes into full force and effect the day it is signed.

READ a first time this 24 day of August, 2021.

READ a second time this 24 day of August, 2021.

READ a third time this 24 day of August, 2021.

SIGNED this 24 day of August, 2021.

Mayor Jim Eglinski

Chief Administrative Officer Luc Mercier

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