

SMOKY LAKE COUNTY



Title: Regional Community Development Committee (RCDC): Terms of Reference	Policy No.: 07-03
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Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To serve as an Ad Hoc Advisory Committee to Smoky Lake County, Town of Smoky Lake, Village of Vilna and Village of Waskatenau for the completion of the Smoky Lake Regional Community Development Partnership Project.
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Policy Statement and Guidelines:	
1. MEMBERSHIP:	
1.1	Smoky Lake County – Three members of Council as voting members.
1.2	Town of Smoky Lake – Two members of Council as voting members.
1.3	Village of Vilna – One member of Council as voting member.
1.4	Village of Waskatenau – One member of Council as voting member.
1.5	Alternate Members – Each municipality may, at their discretion, appoint alternate members to serve as voting members in the absence of their named Committee members.
1.6	Managing Partner Administration – Smoky Lake County, as managing partner, will provide the Administrative support of the Chief Administrative Officer and any staff necessary to assist in the duties of the Regional Community Development Committee.
1.7	Resource Persons – Administrators of partner municipalities, consultants and other Councillors may attend Regional Community Development Committee meetings in a resource capacity, as needed.
2. MEETINGS:	
	The Regional Community Development Committee will meet as necessary (normally monthly).

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Policy Statement and Guidelines:	
3. QUORUM:	Four voting members shall constitute a quorum.
4. TERM:	As per the term of the Smoky Lake Region Community Development Partnership Project (as set forth in the Regional Collaboration Grant Agreement), the Committee shall serve until May 31, 2014, or shall be immediately dissolved before May 31, 2014 upon the creation and installation of a new joint-municipal committee to replace it to carry on all work pertaining to the Regional Community Development Partnership Project.
5. FINANCE:	<p>5.1 The managing partner of the Regional Collaboration Grant, Smoky Lake County, will monitor the budget.</p> <p>5.2 Budget updates will be provided at each Regional Community Development Committee meetings.</p>
6. ROLES:	<p>6.1 The Regional Community Development Committee will serve as the Regional “Ad Hoc” Advisory Committee for the Initiatives set forth in the Smoky Lake Region Community Development Partnership.</p> <p>6.2 The Regional Community Development Committee shall facilitate the implementation of the Regional Recreation Master Plan recommendations and action items for the development and provision of a Regional Recreation and Wellness Program as per <i>Policy 07-06-01: Recreation and Wellness Program</i> and as per <i>Schedule “A”</i>: <u>Smoky Lake Regional Recreation Master Plan.</u></p>

	Date	Resolution Number
Approved	October 21, 2010	# 976-10 - Page # 9490
Amended	March 28, 2013	# 522-13 - Page # 10558
Amended	August 22, 2013	# 853-13 - Page # 10766