



## CAPITAL REGION NORTHEAST WATER SERVICES COMMISSION

### BEING A BYLAW RESPECTING THE APPOINTMENT OF A BOARD OF DIRECTORS AND DESIGNATION OF THE CHAIRPERSON, THE PROCESS FOR CHANGING DIRECTORS AND CHAIRPERSONS, AND THE TERMS OF OFFICE FOR DIRECTORS AND CHAIRPERSONS

#### BYLAW NO. 2022-002

#### WHEREAS:

- A. the Commission has been established by Ministerial Order; and
- B. pursuant to Section 602.09(1)(c) of the *Municipal Government Act*, the Commission must pass a bylaw respecting the process for changing the Directors of the Board and the Chair of the Commission, and for setting the terms of office for the Directors of the Board and the Chair;

**NOW THEREFORE** the Board of Directors of the Commission enacts the following:

#### 1. DEFINITIONS

- 1.1. “**Act**” means the *Municipal Government Act*, RSA 2000, c M-26, as amended from time to time;
- 1.2. “**Alternate Director**” means a person designated to act in place of a Director;
- 1.3. “**Board**” means the Board of Directors of the Commission;
- 1.4. “**Chair**” means the Chairperson of the Board;
- 1.5. “**Commission**” means the Capital Region Northeast Water Services Commission;
- 1.6. “**Director**” means a person appointed to the Board of Directors of the Commission in accordance with this Bylaw;
- 1.7. “**Member Municipality**” or “**Member Municipalities**” means a municipal authority, or the municipal authorities, as applicable, that is/are members of the Commission, which includes:
  - a. City of Fort Saskatchewan,
  - b. Strathcona County,
  - c. Sturgeon County,
  - d. Town of Bon Accord,

- e. Town of Gibbons, and
- f. Town of Redwater.

1.8. “**Vice-Chair**” means the Vice-Chairperson of the Board.

## **2. BOARD OF DIRECTORS**

- 2.1. Each Member Municipality is entitled to appoint one (1) elected official as a Director of the Commission.
- 2.2. Each Member Municipality may designate an Alternate Director to act at meetings of the Board in the absence of a Director. When an Alternate Director acts in the place of a Director, the Alternate Director shall be considered a member of the Board for all purposes.
- 2.3. The term of office of each Director shall be for one (1) year from the fall board meeting or until such time that:
  - 2.3.1. The Director resigns;
  - 2.3.2. The Director ceases to be an elected official;
  - 2.3.3. The Director is replaced by their appointing Member Municipality; or
  - 2.3.4. A resolution is approved by two-thirds (2/3) of the Directors that the Director be removed from office for any of the following reasons:
    - a) unethical conduct; or
    - b) conduct that is detrimental to the good name of the Commission.
- 2.4. The Board shall, at its annual fall meeting appoint a Chair and a Vice-Chair of the Board. In the event that the Chair or Vice-Chair cannot fulfill their responsibilities, the Commission Manager may appoint an interim Chair and Vice-Chair until such time as the Board meets to appoint a new Chair or Vice-Chair.
- 2.5. The term of each office of the Chair shall be for one (1) year, subject to reappointment annually by the Board.

## **3. REPEAL AND ENACTMENT**

- 3.1. Bylaw 2021-002 is repealed and replaced by this Bylaw.
- 3.2. This Bylaw shall become effective upon approval of the Board.


## **4. AMENDMENTS**

- 3.1. A bylaw to amend this Bylaw does not come into force until the bylaw is passed by a majority of the Board.

**ADOPTED BY THE CAPITAL REGION NORTHEAST WATER SERVICES COMMISSION  
THIS 25th DAY OF April 2022.**



\_\_\_\_\_  
Commission Chair



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Commission Manager