

BYLAW NO. 22/003

A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND THE COMMITTEES BYLAW NO.17/024

WHEREAS in accordance with Section 191(1) of the *Municipal Government Act*, RSA 2000, c. M-26 and amendments thereto, the Council for a Municipality may amend its bylaws; **Y**

NOW THEREFORE, the Council of the Regional Municipality of Wood Buffalo, duly assembled, enacts the following:

1. The Committees Bylaw is amended by adding "Appendix K – Community Investment Program Advisory Committee", attached to and forming part of this Bylaw.
2. This Bylaw comes into effect on the date it is passed.

Read a first time this _____ day of _____, 2022.

Read a second time this _____ day of _____, 2022.

Read a third time and final time this _____ day of _____, 2022.

Signed and Passed this _____ date of _____ 2022.

Mayor

Chief Legislative Officer

Appendix K – Community Investment Program Advisory Committee

Membership:

Membership will include:

3 non-voting members:

- 2 – Council Members
- 1 – Chief Administrative Officer or designate(s)

9 voting members, appointed from the following representative sectors, in accordance with the number of members indicated:

- 1 – Indigenous representative
- 1 – Oil sands industry representative
- 1 – General business community representative
- 1 – External Funding Organization representative
- 2 – Public-at-large representatives; public-at-large representatives should have no formal affiliation with any social profit organization
- 3 – Social Profit Organization representatives, with one representative from each of the following sub-sectors:
 - 1 – small organization (employs less than 5 full-time employees)
 - 1 – large organization (employs more than 5 full-time employees)
 - 1 – rural organization

The primary residence of all Committee members must be within the boundaries of the Regional Municipality of Wood Buffalo.

Term of Appointment: To December 31, 2023

Appointment Process: Recruitment for members of the Community Investment Program Advisory Committee (“CIPAC”) will be conducted in accordance with Council’s Selection Committee Policy.

Committee End Date: The CIPAC has been established by Council with a mandate to bring forward recommendations to Council regarding the general mandate and scope of the Community Investment Program. The CIPAC may be dissolved by Council at any time.

Mandate: To review the Municipality’s Community Investment Program and make recommendations to Council on improvements and enhancements including, but not limited to,

1. increasing efficiencies within and creating synergies between the Program and the Social Profit community and funding received from other levels of government;
2. eliminating duplicative services within the Social Profit sector as well as services provided by the Municipality;
3. the granting process for Municipal Controlled Organizations;
4. clarifying Program eligibility criteria; monitoring and evaluating applications; and establishing or determining grant deliverables (for any of the above, including financial reporting, benchmarking, outcome measurements and similar metrics); and
5. recommending the future role of this Committee, including but not limited to consideration of future grant application reviews, alignment with Council policies, the Municipal Development Plan or other Council strategic priorities.

Meetings: The CIPAC will endeavor to hold one meeting per month. Frequent meetings will be required during initial Committee start up and during key critical path development.

Reporting: Where the Committee wishes to make a recommendation to Council, the matter will be submitted and considered through Council’s agenda review and approvals process. Any requests by the Committee to provide recommendations and advice for presentation to Council will be approved at the Municipality’s discretion.

Definitions applying to this Schedule:

1. Community Investment Program ("Program" or "CIP") – means Council's gross annual budgeted expenditure for financial support to Social Profit Organizations or an expenditure to an individual Social Profit Organization, as the case requires;
2. External Funding Representative – means a representative of an agency external to the RMWB, that also funds Social Profit Organizations;
3. Municipal Controlled Organization – means a Social Profit Organization that is owned or otherwise controlled by the Municipality;
4. Social Profit Organization (or "Social Profit") – means an organization organized pursuant to the Alberta Societies Act, a Part 9 Companies Act corporation, or other organization organized under a Federal or Provincial enactment with a primary mandate that is not profit driven;
5. Social Profit Organization Representative – means both a representative of a Social Profit Organization and a person who demonstrates leadership amongst the social profit community through:
 - a. regular engagement and contact with the social profit community at large; and
 - b. agreeing to be a point of contact and conduit for information sharing from the Committee to the social profit community at large;