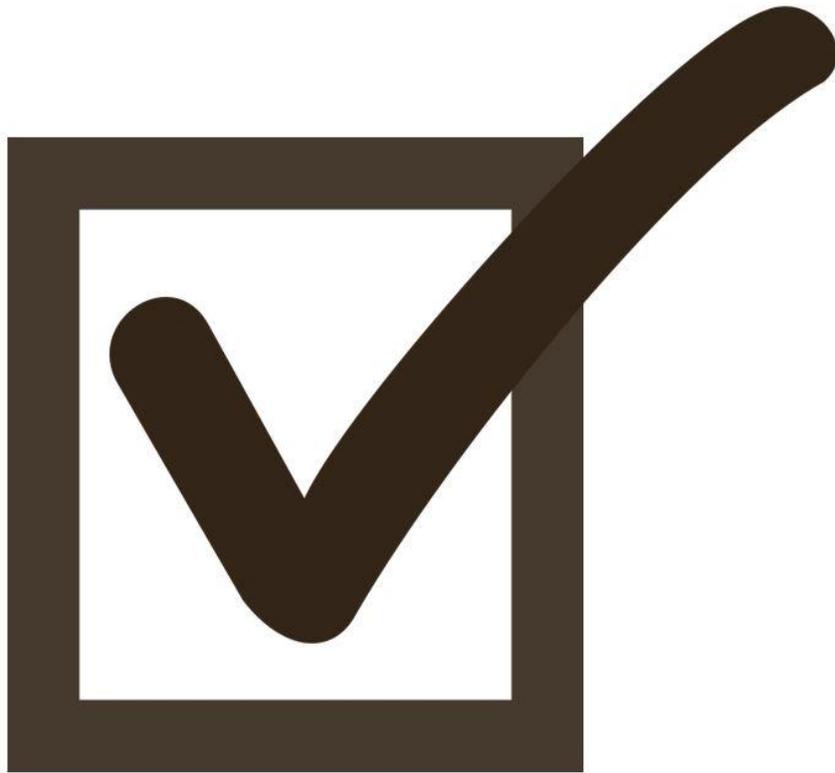


# Beaver County

## 2021 Municipal Election Candidate Information Package



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**Strategic Vision:**

*We are an innovative leader in food, energy, and housing.*

**Strategic Goals:**

*Our lifestyle options are known as a strength.*

*Citizens benefit from our diverse assessment base.*

*We are seen as leaders in the Capital Region.*

*We are confident in the stability of our infrastructure investments.*



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## Welcome

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So ... you are considering running for municipal election this fall? Hats off to you for the interest you have shown in building a better community for residents of Beaver County.

The County is in the midst of some very interesting times and the task you are contemplating will be both challenging and fulfilling.

This Candidate Information Package is intended to guide your search for information on the County, the roles and responsibilities of a municipal Councillor, how to run for municipal office, and voter eligibility.\*\*



Resources and links are also provided for more information about the 2021 municipal election, the County, and the various services it offers.

You are encouraged to attend a Council meeting to become familiar with the issues the County is facing and your potential role as an elected official. For a meeting schedule, copies of meeting minutes and bylaws, and for more information about the County, go to the County's website at [www.beaver.ab.ca](http://www.beaver.ab.ca).

*Schedule A* attached to this Information Package indicates the dates of Council meetings and other important events from September 2021 to December 2021.

\*\* Disclaimer: The Candidate Information Package has no legislative sanction and is for information purposes only. It is your responsibility to be familiar with the legislation. There may be penalties, including fines and disqualification from elected office, if you are found to be in breach of any provisions.

## County Overview

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Rural municipalities are a form of local government established under Provincial legislation (*Municipal Government Act*). Beaver County was formed in 1958 by the amalgamation of the MD of Beaver #73 and the Holden School Division #17. In 1995, the Provincial Government forced the regionalization of school boards, resulting in the transfer of school operations and governance from County jurisdiction to that of Battle River School Division.

Beaver County, a diverse rural municipality of 5,905 residents, runs east and west along Highway 14 for approximately 112 km and approximately 40 km north and south at its widest point. In 2020, a total of 9,664 parcels generated a live assessment base of over \$1.2 billion. The western portion of the County is a heavily wooded and hilly area, comprised primarily of small to medium-sized acreage holdings. As one travels further east, the landscape and population demographics change to flatter agricultural land and small family farms, mixed with oil and gas field development.

Four Hutterite Colonies have established their residences in Beaver County near Tofield, Holden, Bruce (Iron Creek) and Viking. Also interspersed throughout the County are the unincorporated communities of Dodds, Haight, and Poe, and the Hamlets of Bruce and Kinsella.

The County provides the following services:

- a) Agricultural services (weed and brush control, pest surveillance, nuisance animal control, sustainable agricultural practices)
- b) Animal control
- c) Bylaw enforcement
- d) Campgrounds (Ryley and Viking areas)
- e) Economic and community development
- f) Land use planning and development
- g) Property assessment and taxation
- h) Road maintenance and construction
- i) Sewage disposal services in hamlets

The County also contributes financially to its urban neighbours and various non-profit organizations to assist with the provision of other services such as fire protection and emergency management, library, recreation and culture, family and community support services, and waste management.

For more information regarding the County's financial position and its 2021 budget, please visit the County's website at [www.beaver.ab.ca](http://www.beaver.ab.ca).

## Electoral Divisions

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The County is divided into five divisions (see *Schedule D*).

While each division is a different size, the County has tried to ensure that each division is generally the same in terms of population and the length of its open roads.

Each division is represented by one Councillor whose term is 4 years.

The group of five elected Councillors appoint one Councillor from amongst themselves to be the Reeve.

The Reeve sits for one year and may be reappointed.



*Looking South, 2013 Photo Contest*

## Roles and Responsibilities of Councillors

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The County is a legal corporation empowered to provide good government, services, facilities, or other things that, in the opinion of Council, are necessary or desirable for all or part of the County, and to develop and maintain safe and viable communities.

The purposes, powers and capacity of municipalities are regulated by the *Municipal Government Act* (MGA). The Alberta Government recently undertook a comprehensive review of the MGA, and a new Act came into force on September 1, 2020.

The general duties of Councillors are outlined in the MGA, as follows:

- a) To consider the welfare and interests of the municipality as a whole and to bring to Council's attention anything that would promote the welfare or interests of the municipality;
- b) To promote an integrated and strategic approach to intermunicipal land use planning and service delivery with neighbouring municipalities;
- c) To participate generally in developing and evaluating the policies and programs of the municipality;
- d) To participate in Council meetings and Council Committee meetings and meetings of other bodies to which they are appointed by the Council;
- e) To obtain information about the operation or administration of the municipality from the Chief Administrative Officer or a person designated by the Chief Administrative Officer;
- f) To keep in confidence matters discussed in private at a Council or Council Committee meeting until discussed at a meeting held in public;
- g) To adhere to the Code of Conduct established by the Council under the Act; and
- h) To perform any other duty or function imposed on Councillors by this or any other enactment or by the Council.

The Reeve has additional responsibilities, such as acting as spokesperson for Council as a whole, presiding at all Council meetings, representing the County at various functions, and acting as the County's ambassador within and beyond the County's boundaries.

Although Councillors are elected by residents of individual divisions to represent their best interests and concerns, they are foremost members of a "team" and must support Council decisions, even if in disagreement with the majority.

Understanding and respect for your fellow Councillors' positions and circumstances is crucial to effectiveness in the role of Councillor.

Documents prepared by Alberta Municipal Affairs and the Rural Municipalities of Alberta provide valuable information for understanding your individual responsibilities and your powers and duties as part of a municipal council. You may find links to these documents on the County's website at [www.beaver.ab.ca](http://www.beaver.ab.ca).

# Council and Committee Meetings

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## Council Meetings

Council meets twice per month on the first and third Wednesdays of each month. Meetings begin at 8:30 am and usually end no later than 4:00 pm. A special Council meeting may be held anytime during the month if an important issue arises that requires Council's immediate attention. Council meetings are open to the public. \*\*



## External and Internal Committees

Each Councillor is expected to participate on internal committees that perform common sub-functions of Council or deal with specific ad-hoc issues, and on external committees to enhance regional cooperation and ensure that the County's interests are maintained. Representatives to the committees are selected at the annual organizational meeting of Council each Fall. *Schedules B* and *C* include lists of internal and external committees, Council representation, the mandate and authority of the committees, and meeting schedules. Meeting schedules are subject to change at the discretion of each committee.

The time required to effectively represent your residents, the County, and the interests of the committees varies significantly from Councillor to Councillor. You can expect to attend at least two daytime and several night meetings each month, as well as an orientation session after Election Day and a Council strategic planning workshop each year. Conferences range from 2 – 5 days, at least twice per year, and significant time may be required to respond to calls, e-mails, and inquiries from residents. The first few months as a newly elected official are the most time-consuming as you attend meetings and learn your new role. Please refer to *Schedule A* for important meeting dates and times in your first few months in office. Please note that this Schedule does not include internal or external committee meeting dates.

\*\* While public health restrictions are in place related to the COVID-19 pandemic, Council Chambers is closed to the public. Council meetings can be viewed on-line at [www.beaver.ab.ca](http://www.beaver.ab.ca).

## **Meeting Preparation**

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Agenda packages for Council meetings are made available in electronic form at least two working days prior to the meeting.

You are expected to take sufficient time to review the agenda and supporting documentation in preparation for each meeting.

A working knowledge of computers and e-mail is necessary to assist you with your elected official duties.

To ensure that you have the necessary technology to be effective as a Councillor, the County will provide you with a laptop, internet connection, and training.

The County will also provide you with some funds to buy a fax machine and printer.

### **Meeting Remuneration**

The remuneration rate is set by Council and is currently \$259.03 per full-day meeting for Council and internal committee meetings.

Travel expenses, meals, and lodging costs are also reimbursed.

External committees may also pay remuneration which is set by the individual Committee.

Councillors are eligible for health and wellness benefits similar to that offered to employees of the County, and contribute to a pension plan.

## Eligibility to Run for Council

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You may be nominated as a candidate in the October 2021 election if, on Nomination Day, you meet all of the following criteria:

- a) You are at least 18 years old,
- b) You are a Canadian citizen,
- c) You reside in Alberta on Election Day,
- d) You have resided in the County, and in the Division for which you are nominated, for the six consecutive months immediately preceding Nomination Day, and
- e) You are not otherwise ineligible or disqualified according to the *Local Authorities Election Act (LAEA)*. Candidates may be disqualified for a variety of reasons, so it is in your best interest to consult the LAEA or contact the Returning Officer at the Beaver County Services Centre.



*Porcupine, 2014 Photo Contest*

### Nomination Day

**The Nomination Period is from January 1, 2021 to noon on Monday, September 20, 2021 (Nomination Day).** Nomination Forms are available on the County's website and must be filed with the Returning Officer at the Beaver County Services Centre prior to the close of nominations on Nomination Day. The clock at the reception desk at the County Services Centre will be used to determine time.

You may file your nomination in person or by a representative (please contact the Returning Officer in advance to make an appointment), or by mail or via the County's drop-box (if the Form is completed in its entirety).

Faxed or e-mailed Nomination Forms will not be accepted.

The Returning Officer must review and sign the Nomination Form. The Form will be rejected if the incorrect Form is used, the candidate has not signed it, it is not signed by the minimum number of nominees, it is not sworn or affirmed by the candidate, or it is not accompanied by the required deposit.

The \$100 nomination deposit may be paid by debit or credit card, money order, certified cheque, or cash, and may be returned to you if you meet the refund eligibility requirements.

The results of Nomination Day will be posted at [www.beaver.ab.ca](http://www.beaver.ab.ca) after 12:00 noon on September 20, 2021.

## Campaign Rules \*\*

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You may begin to campaign for office anytime, however you must file a Nomination Paper and a Candidate Financial Information Form before you incur any campaign expenses or accept campaign contributions. See below for further explanation of campaign expenses and contributions.

Campaigning on Election Day is allowed, however there are restrictions on campaign locations.

For example, you may not campaign or post campaign posters or signs inside or outside a building where a voting station is located (including the land on which the building is located), and you may not interfere with, or unduly influence, a voter at a voting station. For further details, consult the LAEA.

Campaign signs may not be placed on any County buildings or property, they cannot destroy or deface any property, and cannot be attached to any road signs.

Signs less than 12 square feet may be placed at intersections, however they cannot interfere with the safe and orderly movement of traffic or sightlines and may require permission from the road authority (e.g. the rural municipality or Alberta Transportation).

Signs on private property require the permission of the landowner. All signs must be removed within 48 hours of the close of voting stations.

*NOTE: If you choose to campaign while the public health restrictions regarding COVID-19 are in effect, you must adhere to all Provincial Government guidelines and legislation. Alberta Health Services has issued a document entitled Guidance for Canvassing and Campaigning, which assists candidates, campaign staff, and volunteers to understand their responsibilities during these activities. The document is available on the County's website.*

### **Campaign Expenses**

Campaign expenses are defined as any expenses incurred, or non-monetary contributions received, by a candidate for the direct promotion or opposition of a candidate during a campaign period. Examples include advertising or promotional material, remuneration or expense reimbursement for a candidate's chief financial officer or campaign worker, meeting space rental, surveys, etc.

If you will incur campaign expenses, you should be aware that there are rules regarding the accounting and disclosure of expenses. Candidates are responsible for ensuring all requirements of the LAEA are met.

## **Campaign Contributions**

A campaign contribution is any money, personal property, real property, or service that is provided to or for the benefit of a candidate's election campaign without fair market value compensation from that candidate. A contribution does not include services provided by a volunteer who receives no compensation, directly or indirectly, in relation to the services provided.

Only Alberta residents may make a contribution to a candidate and may only contribute a maximum of \$5000 per candidate. A candidate may self-fund his/her campaign up to \$10,000.

Anonymous contributions are not permitted.

If you will receive campaign contributions, you should be aware that there are rules regarding the eligibility of contributors, and the accounting and disclosure of contributions, including self-funded campaigns. Candidates are responsible for ensuring all requirements of the LAEA are met.

## **Candidate's Agent**

You may appoint any elector to be your official agent or your scrutineer. Before performing their duties, the agent or scrutineer must complete the required forms which are available at [www.beaver.ab.ca](http://www.beaver.ab.ca).

## **Third Party Advertising (NEW in 2021)**

A third party (individual, corporation, or group, but NOT the candidate) that wishes to engage in election advertising and will incur expenses or accept advertising contributions must register in each jurisdiction it intends to advertise.

The advertising period is restricted to May 1, 2021 to the close of voting stations on Election Day.

Third party advertisers are strongly encouraged to consult the LAEA for all requirements.

**\*\* Disclaimer:** The information provided in this section is an office interpretation of the LAEA and the County does not warrant the accuracy of this information. There may be other factors that affect how a specific campaign is run, what constitutes a campaign expense, how a campaign contribution should be handled, and third party advertising, and candidates are advised to contact Alberta Municipal Affairs or seek legal advice in these cases.

## Eligibility to Vote

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Any resident of the County is eligible to vote if he/she meets all of the following criteria:

- a) At least 18 years old,
- b) A Canadian citizen,
- c) Resident in Alberta on Election Day,
- d) Resident in the Division in which you are voting on Election Day,
- e) Presents valid identification and signs the Elector Register at the voting station on Election Day.

An elector may only vote once.

### Voter Identification

When voters attend the voting station on Election Day, they must produce valid identification to prove their identity and place of residence.

The following documents will be considered valid identification:

- a) Photo ID issued by the Federal, Provincial, or local government, that also contains both the voter's name and current address. Examples of this are a driver's license or other government-issued ID.
- b) ID that is accepted by the Province's Chief Electoral Officer and contains both the voter's name and current address. Examples of this are a utility bill, vehicle registration, pension plan or other government benefits statement, bank or credit card statement, or income or property tax assessment notice. For a complete list of valid ID documents, go to [www.beaver.ab.ca](http://www.beaver.ab.ca) or contact the County's Returning Officer.

Only one proof of identity is required, but the identification must show BOTH the name and address of each voter. If the voter does not produce valid identification, he/she may only be allowed to vote if another elector will vouch for them.

### Vouching for Electors (NEW in 2021)

An elector may vouch for another elector by completing the Statement of Voucher at the Voting Station, subject to the following:

- a) The voucher is not a scrutineer,
- b) The voucher produced his/her own proof of identity (i.e. was not vouched for himself/herself),
- c) The voucher has not already vouched for another person.

Note: A voucher may vouch for more than one person if all such persons share the same place of residence.



*Barn, 2014 Photo Contest*

## Election Day

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**Election Day** is **Monday, October 18, 2021**. Hours of voting are 8 am to 8 pm.

Voting stations will be open at the following locations:

<b>Division 1</b>	Lindbrook Hall and Tofield Community Centre
<b>Division 2</b>	Spilstead Hall and Tofield Community Centre
<b>Division 3</b>	Ryley Legion
<b>Division 4</b>	Bruce Community Centre
<b>Division 5</b>	Viking Seniors Centre and Kinsella Community Hall

### Advance Vote

An Advance Vote will be held on date(s) set by the Returning Officer. Check the County's website for more information closer to Election Day.

The location of the Advance voting stations will be set by the Returning Officer. Check the County's website for more information closer to Election Day.

### Special Ballot

Voters who cannot vote at either the Advance Vote or on Election Day due to physical disability or absence from the County, may vote by Special Ballot until **4:30 pm** on **Friday, October 15, 2021**. Applications will be available online at [www.beaver.ab.ca](http://www.beaver.ab.ca) or by calling the County's Returning Officer closer to Election Day.

### Election Results

Election results will be posted at [www.beaver.ab.ca](http://www.beaver.ab.ca) as soon as they are received from the voting stations at the close of Election Day.

## Important Resources

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The following resources will assist you in obtaining more information about the County, the election process and applicable legislation.

Beaver County [www.beaver.ab.ca](http://www.beaver.ab.ca)

Alberta Municipal Affairs [www.alberta.ca/municipal-elections.aspx](http://www.alberta.ca/municipal-elections.aspx)

Queen's Printer [www.qp.alberta.ca](http://www.qp.alberta.ca)  
(for copies of the *Municipal Government Act* and *Local Authorities Election Act*)

The County's Returning Officer, Margaret Jones, may be contacted at (780) 663-3730, Monday to Friday, from 8:15 am – noon and 12:30 - 4:30 pm, or by e-mail at [mjones@beaver.ab.ca](mailto:mjones@beaver.ab.ca).

Alternatively, the Substitute Returning Officer, Cindy Cox, may be contacted at the phone number listed above or by e-mail at [cindy@beaver.ab.ca](mailto:cindy@beaver.ab.ca).

## Schedule A: Key Dates

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### September 2021

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
<i>Nominations will be accepted from January 1<sup>st</sup> until noon on September 20<sup>th</sup></i>			<i>1 Council Meeting 8:30 am</i>	<i>2</i>	<i>3</i>	<i>4</i>
<i>5</i>	<i>6 Office Closed Labour Day</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>	<i>11</i>
<i>12</i>	<i>13</i>	<i>14</i>	<i>15 Council Meeting 8:30 am</i>	<i>16</i>	<i>17</i>	<i>18</i>
<i>19</i>	<i>20 Nomination Day (closes at noon)</i>	<i>21</i>	<i>22</i>	<i>23</i>	<i>24</i>	<i>25</i>
<i>26</i>	<i>27</i>	<i>28</i>	<i>29</i>	<i>30</i>		

## October 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6 <i>Council Meeting 8:30 am</i>	7	8	9
10	11 <i>Office Closed Thanksgiving Day</i>	12	13	14	15	16
17	18 <i>Election Day 8 am – 8 pm</i>	19	20	21	22	23
24	25	26	27 <i>Organizational Meeting (8:30 am); followed by regular Council meeting</i>	28	29	30
31						

\*\* Note: The Regular Council meeting in October would normally be held on October 20, however election results will not be official by that time. The rescheduled date is October 27.

## November 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 <i>Joint Council Orientation (Full Day)</i>	3 <i>Council Meeting 8:30 am</i>	4	5	6
7	8	9	10	11 <i>Office Closed Remembrance Day</i>	12	13
14	15	16	17 <i>Council Meeting 8:30 am</i>	18	19	20
21	22	23 <i>RMA Convention</i>	24 <i>RMA Convention</i>	25 <i>RMA Convention</i>	26 <i>RMA Convention</i>	27
28	29	30				

\*\* Note: A media/communication training session is being considered for Council. Due to the early publication of this Candidate Information Package, the date has not yet been set.

## December 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 <i>Council Meeting</i> 8:30 am	2	3	4
5	6	7	8	9	10	11
12	13	14	15 <i>Council Meeting</i> 8:30 am	16	17	18
19	20	21	22	23	24 <i>Office Closed</i> <i>Christmas Floater</i>	25
26	27 <i>Office Closed</i> <i>DIL of Christmas</i> <i>Day</i>	28 <i>Office Closed</i> <i>DIL of Boxing</i> <i>Day</i>	29	30	31	

## Schedule B: Internal Boards/Committees

Board/Committee	Membership	Mandate	Authority	Schedule
Agricultural Service Board	Five Councillors and four public-at-large members	To create independence and opportunity through education and provide agricultural services that sustain agricultural resources within the County	Agricultural Service Board Act	2nd Wednesday of the month, or Call of the Chair
Gravel Committee	Three Councillors	To secure adequate gravel resources	Motion of Council	Call of the Chair
Health and Safety Committee	Two Councillors	To assist in making every workplace safer and healthier for all workers by encouraging ownership and commitment to the Health and Safety Program ...	County's Health and Safety Program <i>Risk Control Policy</i>	Call of the Chair

## Schedule C: External Boards/Committees

Board/Committee	Representation	Mandate	Authority	Schedule
Battle River Alliance for Economic Development Ltd.	One Councillor and one alternate	To work with and provide tools and resources to our members and partners that help to increase their economic development capacity	Established by a Regional Partnership Grant. Incorporated as an NPO.	3 <sup>rd</sup> Wednesday of every 3 <sup>rd</sup> month, commencing in January
Battle River Research Group	One Councillor and one alternate	To improve agriculture in a sustainable manner via an independent, producer-driven applied agricultural research association	Societies Act	Annual General Meeting, plus meetings at the call of the Chair
Beaver Ambulance Society	One Councillor	To dedicate our collective abilities to the provision of quality pre-hospital emergency care responsive to the needs of our community	Memorandum of Agreement - five municipalities within Beaver County (under contract with Alberta Health)	4 <sup>th</sup> Wednesday evening of each month

Board/Committee	Representation	Mandate	Authority	Schedule
Beaver Emergency Services Commission	Three Councillors and one alternate	To provide administration and overall operation of fire and emergency management services for partner municipalities within Beaver County	Order in Council 137/2010	1st Thursday evening of each month
Beaver Foundation	One Councillor and one alternate	To provide accommodation in a home-like atmosphere for senior citizens ...	Ministerial Order H:179/94	4th Tuesday evening of each month
Beaverhill Rural Crime Watch	One Councillor and one alternate	To promote rural crime prevention through communication, programs and fund raising	Societies Act	3rd Tuesday evening of every month (Feb/May/Aug/Nov)
Beaver Hills Biosphere Reserve Association	One Councillor and one alternate	To work together for a sustainable region, through shared initiatives and coordinated action	Agreement of four municipalities (Beaver, Lamont, Leduc, Strathcona)	2nd Wednesday afternoon of each month, except July and August
Beaver Regional Industrial Services Corporation	Three Councillors and one public-at-large	To provide energy and related products and services to municipalities, residents, and businesses within Alberta	Ministerial Order 019/04	Call of the Chair

<b>Board/Committee</b>	<b>Representation</b>	<b>Mandate</b>	<b>Authority</b>	<b>Schedule</b>
Beaver Regional Partnership	Reeve and two Councillors plus two alternates	To advise and recommend to individual Councils on matters of mutual regional interest	Motions of all Councils in the Region	Call of the Chair
Claystone Waste Public Advisory Committee	Six public-at-large. One Councillor is welcome to attend meetings.	To identify matters of local and regional concern, with a focus on environmental and occupational health and safety compliance at the landfill facilities	Initiated by Claystone	Call of the Chair
County of Beaver Seed Cleaning Co-operative Limited	One Councillor and one alternate	To provide cost-effective seed cleaning services to the farming community	Articles of Incorporation	Call of the Chair
Family and Community Support Services (Tofield/Beaver West)	One Councillor, one alternate, and one public-at-large	To enhance the quality of life of the residents, through the development of preventive programs and services ...	FCSS Act and Memorandum of Agreement of three municipalities within Beaver County	3rd Monday evening of each month

<b>Board/Committee</b>	<b>Representation</b>	<b>Mandate</b>	<b>Authority</b>	<b>Schedule</b>
Family and Community Support Services (Viking/Beaver East)	One Councillor, one alternate, and three public-at-large	To deliver locally driven preventive social initiatives that enhance the well-being of individuals, families, and communities ...	FCSS Act and Memorandum of Agreement of two municipalities within Beaver County	2nd Monday evening of each month
Highway 14 Regional Water Services Commission	One Councillor and one alternate	To supply treated water services to all member municipalities ...	Order in Council 154/90	3 <sup>rd</sup> Wednesday of every 3 <sup>rd</sup> month
Holden Drainage District No. 1	One Councillor and one alternate	To manage and report on drainage-related issues and infrastructure within the Holden Drainage District	Drainage District Act	Call of the Chair
Holden Economic Development Committee	One Councillor and one alternate	To encourage economic development in the Village of Holden	Village bylaw	2nd Wednesday evening of each month (September to June)
Intermunicipal Committees (one each for Tofield, Ryley, Holden, Viking)	Two Councillors for each Committee	To enhance communication between municipalities and discuss matters of mutual interest and concern	Motions of all Councils in the Region	Semi-annually or more frequently at each Committee's discretion

<b>Board/Committee</b>	<b>Representation</b>	<b>Mandate</b>	<b>Authority</b>	<b>Schedule</b>
Ministik Lake Game Bird Sanctuary Public Advisory Committee	One Councillor	To develop a self-sustaining, multi-stakeholder agreement to allow restoration, preservation, and improvement of the ... Sanctuary ...	Agreement of four participating municipalities (Beaver, Camrose, Leduc, Strathcona)	Call of the Chair
Municipal Library Board (Holden)	One Councillor	To provide services to all residents of the Village and surrounding areas of the County ...	Libraries Act	2nd Tuesday of every second month except July/August
Municipal Library Board (McPherson)	One Councillor	To satisfy the informational and recreational reading needs of the community through provision of appropriate services	Libraries Act	2nd Monday evening of each month, except July and August
Municipal Library Board (Tofield)	One Councillor	To open a gateway to knowledge, entertainment, and lifelong learning ...	Libraries Act	3 <sup>rd</sup> Wednesday evening of each month (September to June)

<b>Board/Committee</b>	<b>Representation</b>	<b>Mandate</b>	<b>Authority</b>	<b>Schedule</b>
Municipal Library Board (Viking)	One Councillor	To provide and promote library resources ... to meet the evolving educational, cultural, recreational, and informational needs of the public ...	Libraries Act	2nd Tuesday evening of the months of Jan/Mar/May/Sep/Nov
North Saskatchewan Watershed Alliance	One Councillor and one alternate	To protect and improve water quality, water quantity, and the health of our watershed ...	Motion of Council	Every 2 <sup>nd</sup> month at the call of the Chair
Northern Lights Library System	One Councillor and one alternate	To foster excellent library services in northeastern Alberta	Memorandum of Agreement	3 meetings per year in Feb or Mar, Sep, and Nov
Rural Crime Watch	One Councillor and one alternate	To promote rural crime prevention through communication, programs and fund raising	Societies Act	Four to five evening meetings in Jan/Mar/Jun/Aug/Oct
Rural Municipalities of Alberta, District 5	Either the Reeve or Deputy Reeve; often all Councillors attend	To share information and discuss issues of mutual interest and concern	RMA bylaws	Generally held in January and September

<b>Board/Committee</b>	<b>Representation</b>	<b>Mandate</b>	<b>Authority</b>	<b>Schedule</b>
Tofield and Area Health Foundation	One Councillor	To ensure continued maximum local capacity and quality in the delivery of health services for Tofield and area residents	Health Services Act	3rd Thursday of each month
Tofield Welcome & Inclusive Communities Committee	One Councillor	To make Tofield and area a community that is inviting, safe, and accessible to all	Initiated by Town of Tofield	Call of the Chair
Vermilion River Watershed Alliance	One Councillor	To improve water quality, manage flooding, reduce erosion, retain soil and moisture content, and protect local wildlife along the watershed ...	Agreement of affected municipalities and government. Incorporated as an NPO.	Call of the Chair
Veterans Memorial Highway Association	One Councillor	To promote the use, improvement, and safety of Highway 36 ...	Societies Act	Call of the Chair

Board/Committee	Representation	Mandate	Authority	Schedule
Victim Services	One Councillor	To develop and implement programs and procedures that will provide assistance, support, and information referral to victims of crime and tragedy ...	By informal agreement of five municipalities within Beaver County	Call of the Chair

# Schedule D: Beaver County Map with Electoral Boundaries

