

TOWN OF ROCKY MOUNTAIN HOUSE

Bylaw 2025/18

BEING A BYLAW OF THE TOWN OF ROCKY MOUNTAIN HOUSE IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING THE COMMUNITY GROWTH COMMITTEE.

WHEREAS pursuant to Section 145 of the Municipal Government Act; RSA 2000, c. M-26, Statutes of Alberta, and amendments thereto, A council may pass bylaws in relation to the establishment and functions of council committees, and

WHEREAS Council wishes to establish a Community Growth Committee to advise and actively participate in the facilitation and promotion of community growth within the Town of Rocky Mountain House and area.

NOW THEREFORE the Council of the Town of Rocky Mountain House, in the Province of Alberta, duly assembled and under the powers conferred upon it by the *Municipal Government Act*, RSA 2000, Chapter M-26, and amendments thereto, enacts as follows:

1. TITLE

This Bylaw may be known as the "Community Growth Committee Bylaw".

2. DEFINITIONS

In this Bylaw:

"Act" means the *Municipal Government Act*, RSA 2000, c M-26, as amended or replaced;

"Administration" means Town employees;

"CAO" means the Chief Administrative Officer for the Town or the CAO's designate;

"Chair" means the Chair of the Community Growth Committee as appointed pursuant to this Bylaw;

"Council" means the council of the Town of Rocky Mountain House;

"Councillor" means a member of Council, including the Mayor;

"Member" means a member of the Community Growth Committee appointed pursuant to this bylaw;

“Organizational Meeting” means the meeting held annually for Council to appoint Councillors to various Boards and Committees;

“Town” means the municipal corporation of the Town of Rocky Mountain House;

3. ESTABLISHMENT

The Community Growth Committee is hereby established with the following responsibilities:

- 3.1 Foster economic growth by promoting the Town to various external and local stakeholders.
- 3.2 Identify economic opportunities and make recommendations to Council for pursuing the opportunities.
- 3.3 Meet with various stakeholders to inform them on the Town’s development incentives and opportunities.
- 3.4 Explore Public Private Partnerships (P3) for the development of both public and private lands and provide recommendations to Council.
- 3.5 Support Council’s Strategic Plan and Economic Development Strategy by advancing the economic development goals.
- 3.6 Update Council at the next Regular Council Meeting after a Committee meeting.
- 3.7 The Committee has no power to expend funds other than funds specifically allocated by Council.

4. MEMBERSHIP AND TERM

- 4.1 The Committee will consist of the Mayor, two (2) Councillors and an alternate Councillor.
- 4.2 Councillor appointments shall be for a one-year term, with Council appointing the Mayor, two (2) Councillors and an alternate at each scheduled Organizational Meeting.
- 4.3 The Mayor shall be the Committee Chair.
- 4.4 The Committee shall elect a Vice-Chair.
- 4.5 The CAO or designate shall be a non-voting member of the Committee.

5. MEETINGS AND QUORUM

- 5.1 The Committee shall meet at its discretion with the Chair establishing the meeting date in consultation with the CAO in consideration of Member, staff and meeting room availability.

5.2 For a Committee Meeting quorum to be achieved the Chair, or Vice Chair in absence of the Chair, one Member, which may be the alternate, must be present. The CAO or delegate are required to be at the Committee meeting.

6. ADMINISTRATIVE SUPPORT

6.1 Staff resources shall be coordinated through the CAO, who will ensure resources are allocated as appropriate and reasonable in accordance with this bylaw and budget.

6.2 The CAO or delegate will be responsible for the following:

6.2.1 Take minutes at each meeting.

6.2.2 Schedule meetings and notify Committee members, prepare agendas in consultation with the Chair and distribute the agenda.

6.2.3 Place draft meeting minutes in the required Council agenda package for information.

7. EFFECTIVE DATE

7.1 This Bylaw comes into force and has effect on the date of third and final reading.

READ a first time this 16th day of December 2025.

READ a second time this 16th day of December 2025.

READ a third and final time this 6th day of January 2026.



Mayor Shane Boniface



CAO Dean Krause