

AAMDC Invites Member Involvement in Committees

The AAMDC is pleased to announce a new standing issue committee (SIC) structure. Now is your opportunity to lend your expertise and interest to the advocacy process. Through increased involvement with the AAMDC as a committee member, you will:

- Influence decisions of the AAMDC Board of Directors;
- Provide input into provincial initiatives;
- Gain first-hand experience in furthering the AAMDC's advocacy efforts;
- Liaise with other members and provincial representatives;
- Understand the varied perspectives of other districts.

Standing issue committees are an important resource for the AAMDC Board. Members are urged to consider lending their talents to this valuable initiative.

In an effort to distribute the workload more evenly, the AAMDC has realigned the three previous committees into the following four new ones. The attached terms of reference outlines the objectives, mandate and composition of the SICs. The new committees are:

- **Resources, Agriculture and the Environment**
- **Intergovernmental Relations, Finance and Justice**
- **Social Issues and Concerns**
- **Infrastructure, Transportation and Municipal Affairs**

District chairs are asked to include nominations to the SICs on their next agenda. Each district is asked to nominate **a minimum of three (3) individuals to each committee**. The AAMDC Board will then make the final approvals. CAOs are likewise encouraged to fill out the form in order to be considered for appointment to committees on an issue-by-issue basis. Please make note of the remuneration outlined in the terms of reference, as member municipalities are responsible for any applicable per diem costs.

The attached form must be completed for each nominee and submitted to Tasha Blumenthal at tasha@aamdc.com or by fax to 780.955.3615. The form can also be filled out online here.

Enquiries may be directed to:

Tasha Blumenthal
Advocacy and Convention Administration Coordinator
780.955.4095

Kim Heyman
Director, Advocacy and Communications
780.955.4079

Attachments

STANDING ISSUE COMMITTEES (SIC) TERMS OF REFERENCE

OBJECTIVES

The primary role of these committees is to:

- Act as a task-oriented resource that can be brought together at the call of the AAMDC Board of Directors or in response to a member-driven initiative.
- Review and provide recommendations to the AAMDC Board on issues as they relate to the ministries outlined in each committee's mandate.
- Represent the entirety of the membership when making recommendations to the AAMDC Board of Directors.
- Maintain confidentiality, as required, of materials provided to or discussions within the committee.

MANDATE

Each committee will be responsible for dealing with issues or tasks that arise as they relate the Government of Alberta ministries, and at times, their federal government counterparts.

Resources, Agriculture and the Environment

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|--|---|
| <ul style="list-style-type: none"> ▪ Agriculture and Rural Development ▪ Energy ▪ Environment | <ul style="list-style-type: none"> ▪ Sustainable Resource Development ▪ Tourism, Parks and Recreation |
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Intergovernmental Relations, Finance and Justice

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|---|--|
| <ul style="list-style-type: none"> ▪ Aboriginal Relations ▪ International and Intergovernmental Relations ▪ Employment and Immigration ▪ Treasury Board ▪ Finance and Enterprise | <ul style="list-style-type: none"> ▪ Executive Council ▪ Justice ▪ Solicitor General and Public Security ▪ Service Alberta |
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Social Issues and Concerns

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|--|--|
| <ul style="list-style-type: none"> ▪ Advanced Education ▪ Education ▪ Children and Youth Services ▪ Culture and Community Spirit | <ul style="list-style-type: none"> ▪ Health and Wellness ▪ Seniors and Community Supports ▪ Housing and Urban Affairs |
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Infrastructure, Transportation, and Municipal Affairs

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|---|--|
| <ul style="list-style-type: none"> ▪ Municipal Affairs ▪ Transportation | <ul style="list-style-type: none"> ▪ Infrastructure |
|---|--|

COMPOSITION

Each committee will comprise:

- The AAMDC President as an ex-officio member
- A member of the AAMDC Board of Directors, appointed on an annual basis, to act as chair
- One (1) elected officials from each district, nominated by the district and approved by the AAMDC Board
- One (1) municipal administrative official appointed by the board on an issue-by-issue basis
- External subject experts or resources as needed

A minimum of three nominees from each district must be received immediately after the first duly constituted district meeting following a municipal election. The AAMDC Board will approve one nominee from each district and may, at its discretion, approve alternates.

TERM

Each district representative shall serve a term that is the duration of the municipal election cycle.

REPORTING RELATIONSHIP

Each Standing Issue Committee shall report to the AAMDC Board through its Chair. Standing Issue Committees have no resolution making powers.

FREQUENCY OF MEETINGS

Meetings will be assembled at the request of the AAMDC Board of Directors when a specific task or issue arises.

COMMITTEE SECRETARIAT, ADMINISTRATIVE AND FINANCIAL SUPPORT

- The AAMDC will provide all necessary administrative resources to the working group.
- The AAMDC office shall provide or arrange meeting space for the committees as required.
- If applicable, per diem costs associated with participation in a Standing Issue Committee will be borne by the member municipality.
- The AAMDC shall reimburse committee members for travel, accommodation, and meal expenses related to attendance of committee meetings.

AAMDC Standing Issue Committee Nomination Form



First Name: _____ Last Name: _____

Municipality: _____

Mailing Address: _____

City: _____ Postal Code: _____

Phone Numbers: Municipal: _____ Home: _____ Cell: _____

Email Address: _____

Regular Council Day: ☐ Mon. ☐ Tues. ☐ Wed. ☐ Thurs. ☐ Fri.

Council meets: ☐ Weekly ☐ Bi-weekly ☐ Monthly ☐ Other: _____

Please indicate on which of the following committees you would be interested in participating, and rank your top choices. (Put "n/a" if you would not like to be considered for a particular committee.)

- ☐ Resources, Agriculture and the Environment
- ☐ Intergovernmental Relations, Finance and Justice
- ☐ Social Issues and Concerns
- ☐ Infrastructure, Transportation and Municipal Affairs

Please provide a brief description of your interest in this committee.

Please outline what expertise you can bring to this committee.

Please describe previous involvement with other committees.

Please describe why you would like to be more involved with the AAMDC.

SUBMIT FORM

Date: _____