



Number of Councillors – Public Meeting

December 4, 2024 – 6:30PM

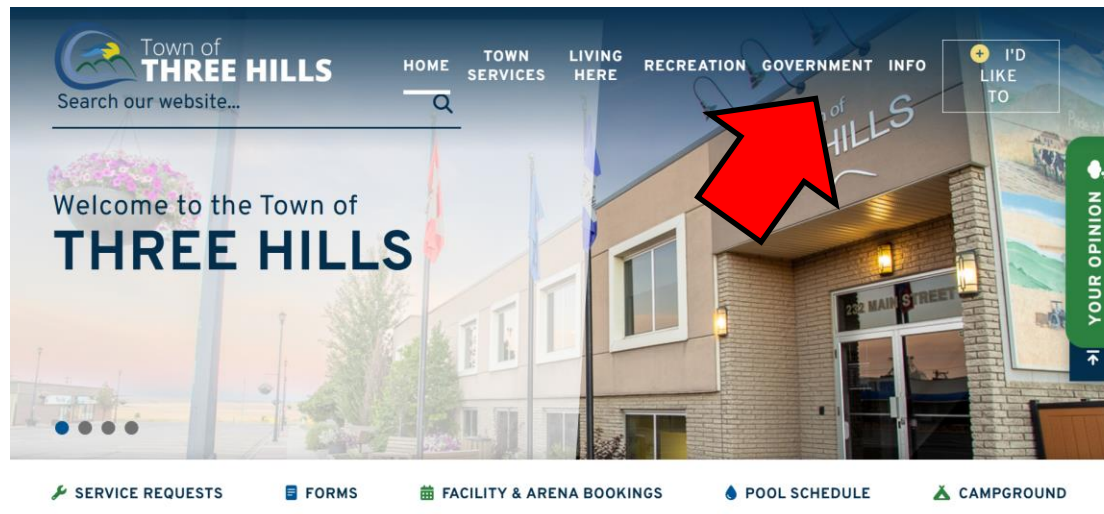


Introductions



Recent History in Three Hills / Background Information

- Bylaw 1463-20 – Number of Councillors
 - Changed from 7 Councillors to 5 Councillors (August 24, 2020)
- April 8, 2024 – Regular Council meeting
 - Council reviewed the information presented to the previous Council on the number of Councillors and method to elect the Mayor.
- April 22, 2024 – Regular Council meeting
 - Council reviewed additional information and directed Administration to bring the options for public participation to Council for further review on the Selection of Mayor process, exclusively.



Recent History in Three Hills / Background Information

- October 15, 2024 – Regular Council meeting
 - Council discussed the number of Councillors and directed Administration to host a Special Council meeting on October 21, 2024, to introduce a new Bylaw increasing the Number of Councillors from 5 to 7, effective the 2025 General Election
- October 21, 2024 – Special Council meeting
 - Council approved first and second reading of Bylaw #1498-24 – Number of Councillors
- October 28, 2024 – Regular Council meeting
 - Council reviewed the draft public survey and directed Administration to bring a Public Participation Plan to the next meeting (November 12, 2024) for hosting a public meeting and to make edits to the draft public survey
- November 12, 2024 – Regular Council meeting
 - Public Participation Plan and updated draft Public Survey presented to Council and Council approved/amended the Public Participation Plan and Survey



Legislative Implications and Requirements

There are 2 pieces of provincial legislation that apply to the method utilized for the number of Councillors in all municipalities in the Province: (1) the *Municipal Government Act (MGA)* and (2) *Local Authorities Election Act (LAEA)*.



Province of Alberta

MUNICIPAL GOVERNMENT ACT

Revised Statutes of Alberta 2000
Chapter M-26

Current as of June 21, 2024

Office Consolidation

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Province of Alberta

LOCAL AUTHORITIES ELECTION ACT

Revised Statutes of Alberta 2000
Chapter L-21

Current as of December 15, 2022

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Number of Councillors – Applicable Legislation

Municipal Government Act

Section 143(1):

The council of a city or town consists of 7 councillors unless the council passes a bylaw specifying an odd number of 3 or more

Section 151(1):

A bylaw under section 143, 148 or 150 must be passed by December 31 of the year before the general election at which it is to take effect.

(3) A bylaw passed under section 143, 148, or 150 must be advertised.

(4) A bylaw proposed to be made under section 143, 148, or 150 must not be given third reading until after the 60-day period provided by section 231(4) has expired.



Number of Councillors – Applicable Legislation

Petition for vote on advertised bylaws and resolutions

Section 231(4):

A petition under this section for a vote of the electors on a proposed bylaw or resolution required to be advertised by another Part of this Act or another enactment is not sufficient unless it is filed with the chief administrative officer within 60 days after the last date on which the proposed bylaw is advertised.

Requirements for advertising

Section 606(1)

The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.

(2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be

(a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held,



Number of Councillors – Applicable Legislation

(b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or

(c) given by a method provided for in a bylaw under section 606.1.

(3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.

(4) A notice of a proposed resolution must be advertised under subsection (2) before it is voted on by council.

(5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.

(6) A notice must contain

(a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing,



Number of Councillors – Applicable Legislation

- (b) the address where a copy of the proposed bylaw, resolution or other thing, and any document relating to it or to the meeting or public hearing may be inspected,
- (c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and
- (d) in the case of a meeting or public hearing, the date, time and place where it will be held.



Number of Councillors – Legislative Compliance

- 1) The following advertisement was posted on our website and directly mailed to all residents in Town.

PUBLIC NOTICE

PROPOSED BYLAW NO. 1498-24 - NUMBER OF COUNCILLORS

TAKE NOTICE that the Council of Three Hills, in the Province of Alberta, are considering giving first and second readings to Proposed Bylaw No. 1498-24 – Number of Councillors, at a Special Meeting of Council on **October 21, 2024, at 5:30 p.m.**, in Council Chambers at the Three Hills Town Office.

PURPOSE: The Council of the Town of Three Hills is considering increasing the number of Councillors from five (5) to seven (7) for the General Election in October 2025.

DOCUMENTATION: Copies of the proposed Bylaw No. 1498-24 – Number of Councillors Bylaw are available for public inspection at the Town of Three Hills Office during regular office hours, located at 232 Main Street, Three Hills, Alberta or on the Town of Three Hills website at www.threehills.ca.

NOW, THEREFORE, NOTICE is hereby given that unless a vote of the electors is demanded, as provided for by the terms of Section 231 of the *Municipal Government Act*, the Town of Three Hills Council may pass this Bylaw following the 3rd reading.

The procedure to be followed by anybody wishing to file a petition with respect to this Bylaw is set out in the *Municipal Government Act*. A petition must be signed by the required number of petitioners, that is the petition must be signed by the electors of the municipality equal in number to at least 10% of the population (3,171 total population = 317 signatures).

An "Elector" is defined as a person who is:

- 18 years of age;
- A Canadian Citizen; and
- Who has resided in Alberta for the six consecutive months immediately preceding election day and is resident in the area on election day.

The petition for a vote must be received by the Chief Administrative Officer within 60 days of the last publication of this notice and shall contain on each page, "an accurate and identical statement of purpose and objectives of the petition." (Further conditions of the petition are described in the *Municipal Government Act*, Section 219-231).

The petition must be received by the Chief Administrative Officer on or before **December 16, 2024**.

NOW, THEREFORE, NOTICE is hereby given pursuant to Sections 606 of the *Municipal Government Act*.

The date of the last publication of this notice will be **October 16, 2024**.

Ryan Leuzinger
Chief Administrative Officer



Number of Councillors – Information

Duties of A Councillor (MGA (153))


- 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 and interests of the municipality;
 - a.1) to promote an integrated and strategic approach to intermunicipal land use planning and service delivery with neighbouring municipalities;
- b) to participate generally in developing and evaluating the policies and programs of the municipality;
- c) to participate in council meetings and council committee meetings of other bodies to which they are appointed by council;
- d) 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;
- e) to keep in confidence matters discussed in private at a council or council committee meeting until discussed at a meeting held in public;
 - e.1) to adhere to the code of conduct established by the council under 146.1(1)
- f) To perform any other duty or function imposed on councillors by this or any other enactment or by the Council



Number of Councillors – Information

2024 – 2025 Council Committee Appointments

- While each committee that a member of Council sits on has different time commitments, the following are the board and committees Council sits on:

 Town of Three Hills 2024 - 2025 Council Appointment to Boards and Committees		
Central Alberta Economic Partnership (CAEP):	Miriam Kirk Byrne Lammle	Council Member Alternate Member
Committee of the Whole:	All Members of Council	
Community Futures Wild Rose:	Dennis Hazelton Miriam Kirk	Council Member Alternate Member
Intermunicipal Collaborative Framework Committee (ICF):	Ray Wildeman Byrne Lammle	Council Member Council Member
Intermunicipal Development Plan Committee	Byrne Lammle Miriam Kirk Marilyn Sept	Council Member Council Member Alternate Member
Kneehill Housing Corporation:	Byrne Lammle Dennis Hazelton	Council Member Council Member
Kneehill Medical Services Retention and Recruitment Task Force:	Miriam Kirk Marilyn Sept	Council Member Alternate Member
Kneehill Regional Emergency Management Advisory Committee:	Ray Wildeman Miriam Kirk	Council Member Alternate Member
Kneehill Regional Family & Community Support Services (FCSS):	Marilyn Sept Ray Wildeman	Council Member Alternate Member
Kneehill Regional Partnership (KRP):	Marilyn Sept Miriam Kirk	Council Member Alternate Member
Marigold Library System:	Miriam Kirk Marilyn Sept	Council Member Alternate Member
Municipal Planning Commission:	Ray Wildeman Byrne Lammle Dennis Hazelton	Council Member Council Member Council Member
Negotiation Committee (CUPE):	Ray Wildeman Dennis Hazelton	Council Member Council Member

Red Deer River Municipal Users Group (RDMUG):

Ray Wildeman
Byrne Lammle

Council Member
Alternate Member

Three Hills Detachment's Police Advisory Committee (PAC):

Marilyn Sept
Dennis Hazelton

Council Member
Alternate Member

Three Hills & District Chamber of Commerce:

Byrne Lammle
Dennis Hazelton

Council Member
Alternate Member

Three Hills Library Board:

Miriam Kirk
Marilyn Sept

Council Member
Alternate Member

Three Hills Community Memorial Centre Society:

Ray Wildeman
Marilyn Sept

Council Member
Alternate Member



Number of Councillors – Information

Finances

- While there are various methods Council may review or adopt to reduce the financial impact of increasing the number of Councillors, the current approximate cost per member of Council is:
 - \$23,830
 - \$12,072 Councillor base pay
 - \$3,048 – Council committee and extra meetings (6hrs/month estimate)
 - \$3,325 – Councillor Benefits Cost
 - \$1,800 – Conference Attendance and Training
 - \$720 – Phone/Internet Allowance
 - \$750 – Other Costs – Software, technology, supplies, etc.
 - \$1,135 – Misc. Costs – Unplanned training opportunities, etc.
- Council Remuneration is determined with Policy 220-A3
 - [Click here: Council Remuneration and Allowance Policy – 220-A3](#)



What's Next?

A public survey is available (deadline for submission of December 13, 2024):

- 1) Paper form at the front desk of the Town office
- 2) Available online for residents to print off, complete and submit to the Town office
- 3) Paper copies delivered to the Seniors lodge
- 4) Complete an online survey [here](#).

After the public meeting and deadline for the public survey, Administration will compile the data, analyze the findings and present a report at the Special Council meeting on December 23, 2024.

The findings of the public input session will be publicly posted with the Council Agenda package for the December 23, 2024, Special Council meeting and publicly on the Town's website.

Once Council reviews the results of the public input, they will decide on the next steps. Their options are:

- 1) Maintain the current number of Councillors (5)
- 2) Change the number of Councillors to an odd number, 3 or greater.



What's Next?

Once Council reviews the results of the public input, they will decide on the next steps. Their options are:

- 1) Maintain the current number of Councillors (5)
- 2) Change the number of Councillors to an odd number, 3 or greater.

If Council chooses to maintain the current number of Councillors, nothing will happen aside from informing the community of the decision of Council and the results of the public input.

If Council chooses to change the Number of Councillors, Council will pass a third reading of the Bylaw at the Special Council meeting on December 23, 2024.



Thank you

Thank you for taking the time out of your evening to discuss the number of Councillors in Three Hills.

Questions?

Ryan Leuzinger, CAO
cao@threehills.ca

