

WESTLOCK COUNTY
PROVINCE OF ALBERTA
BYLAW NO. 16-2013

**A BYLAW OF WESTLOCK COUNTY IN THE PROVINCE OF ALBERTA
TO ESTABLISH A WESTLOCK REGIONAL MUNICIPAL AIRPORT
ADVISORY BOARD**

WHEREAS, pursuant to the Municipal Government Act, Statutes of Alberta, 2000, and amendments thereto, a Council may pass by-laws for the establishment and function of Council Committees and other bodies, and;

WHEREAS, the Westlock Municipal Airport located on the South Half of 31-59-25-W4 (containing 164.97 acres) is equally owned by the Town of Westlock and Westlock County, and;

WHEREAS, the Town of Westlock, by virtue of an agreement has granted all authority to Westlock County for the purpose of operating the Westlock Regional Municipal Airport, and;

WHEREAS, Westlock County has the authority of the matter of the operation of the Westlock Regional Municipal Airport, and;

WHEREAS, the Council of Westlock County has deemed it desirable, expedient and in the best interest of Westlock County to establish a Westlock Regional Municipal Airport Advisory Board to make recommendations to Westlock County Council for the operation of the Westlock Regional Municipal Airport.

NOW THEREFORE, the Council of Westlock County, in the Province of Alberta, duly assembled, enacts as follows:

1. This By-Law shall be referred to as the “Westlock Regional Municipal Advisory Board By-law”.
2. Definitions
In this By-Law:
 - a) “Board” means the Westlock County Municipal Regional Airport Advisory Board.
 - b) “Chief Administrative Officer” means the individual appointed by Council as the Chief Administrative Officer for the County or his delegate.
 - c) “Council” means the Council of Westlock County.
 - d) “County” means the municipal corporation of Westlock County.
 - e) “Town” means the municipal corporation of the Town of Westlock.
3. The Westlock County Municipal Regional Airport Advisory Board is hereby established.
4. The Voting Membership of the Board will consist of:
 - a) One (1) Elected Official from the Town, and;
 - b) One (1) Elected Official from the County, and;
 - c) A maximum of five (5) public members at large who are owners or leaseholders of a hangar lot at the Westlock Regional Municipal Airport or a resident of the County.
5. The Members of the Board will be appointed, by resolution of the Council annually during the County’s Organizational Meeting. The first original appointments will be made, by resolution of the Council, at a time established by Council.
6. The Chair of the Board will be the elected official of the County.

7. The quorum of the Board is the majority of all the members that are appointed to the Board.
8. Decisions of the Board shall be decided by majority vote of those present at a meeting, without the need for a seconder.
9. The Chair will decide on questions of order, subject to an appeal to the Board.
10. The Chief Administrative Officer of the County, or his designate, shall be the recording secretary for the Board.
11. Agendas and Minutes of meetings of the Board shall be kept by the County.
12. The Board may request individuals or representatives from other organizations to attend meetings of the Board to serve as a resource.
13. Meetings of the Board shall be held a minimum of two (2) times per year.
14. Per diems and travel expenses:
 - a) for Elected Officials to attend meetings of the Board shall be paid by the municipality the member represents, and;
 - b) for public members at large to attend meetings of the Board shall be paid at the rates in accordance with the policies of Westlock County and shall be paid from the annual operational budget of the Westlock Municipal Airport.
15. Duties:

The mandate of the Board is to assist the County in developing a vision for the future of the airport and to create a plan to bring that vision to reality, while maintaining an appropriate and reasonable level of service for the users of the facility, as determined by the County. The Board will perform its duties in an advisory capacity only and will forward recommendations to the County which will include, but not necessarily be limited to:

 - a) Ongoing maintenance and services levels,
 - b) Operating and Capital Budgets,
 - c) Potential upgrades and development.
16. The invalidity of any section, clause, sentence, or provision of this by-law shall not affect the validity of any other part of this bylaw, which can be given effect with such invalid part or parts.

This Bylaw shall take effect on the day of the final passing thereof.

READ A FIRST TIME this Fourteenth (14th) day of May A.D. 2013.

READ A SECOND TIME this Fourteenth (14th) day of May A.D. 2013 and by unanimous vote and unanimous consent of Councillors present

READ A THIRD AND FINAL TIME this Fourteenth (14th) May of April A.D. 2013.

May 14, 2013
Date


Reeve

May 14, 2013
Date


Administrator