Request for Decision

Village of Glenwood

Meeting	Regular Council Meeting, [date]
Agenda item	8.5
Prepared by	Chief Administrative Officer
Subject	Formal appointment of a Council representative to the Twin Rivers Country Economic Development Society

Recommendation

That Council formally appoint a representative and alternate to the Twin Rivers Country Economic Development Society by passing the following motions:

1. That Council appoint Councillor [Name] as the Village of Glenwood's representative to the Twin Rivers Country Economic Development Society, effective [date], for a term ending at the next Organizational Meeting of Council.
2. That Council appoint Councillor [Name] as alternate representative to the Twin Rivers Country Economic Development Society for the same term.
3. That attendance at Twin Rivers Country Economic Development Society meetings by the appointed representative (or the alternate, when attending in their place) be eligible for remuneration and expenses under Remuneration and Expense Claim Bylaw 235-2025, effective from the date of this appointment.
4. That Administration update the Council Appointments list and notify the Society of the appointment in writing.

Background

A Glenwood councillor is already attending meetings of the Twin Rivers Country Economic Development Society. This is a joint economic development society with the Village of Hill Spring. However, the position isn't on Council's official list of appointments. The councillor isn't being paid for this time.

Without a Council resolution, it's unclear whether the councillor speaks for the Village or attends as a private citizen. It also leaves no basis for paying the councillor under the Village's remuneration bylaw. This RFD makes the appointment formal, names an alternate, and sets out how remuneration applies.

Legislative and Policy Authority

Authority	Relevance
MGA s.145	Council may establish council committees and other bodies and appoint members to them.
MGA s.154	The chief elected official is an ex officio member of all council committees and bodies to which council appoints members, unless Council provides otherwise.

Authority	Relevance
MGA s.170(3)	A councillor doesn't have a pecuniary interest only because Council appointed them as its representative on another body. The same applies to remuneration from that appointment and to being a director of a non-profit. The appointed councillor may vote on these motions.
MGA s.172(6)	The appointed representative must disclose any pecuniary interest and abstain at Society meetings, as they would at Council.
Procedure Bylaw 232-2017	Governs how appointments are made. Administration to confirm it allows appointments between Organizational Meetings.
Remuneration and Expense Claim Bylaw 235-2025	Sets the rates paid. Administration to confirm it covers meetings of outside bodies Council appoints members to.
Code of Conduct Bylaw 244-2018	Applies to the councillor when acting as Council's representative.

Options

1. **Approve the recommendation (recommended).** This makes the councillor's role official. Remuneration and the MGA conflict-of-interest exemptions then apply clearly, and the Society knows who speaks for the Village.
2. **Appoint the representative but don't pay them.** This makes the role official. It continues the current unpaid arrangement and treats this meeting differently from other Council appointments.
3. **Take no action.** The councillor keeps attending informally. Their authority to speak for the Village stays unclear, and no remuneration can be paid.

Other considerations

- **Society bylaws:** Administration will confirm how the Society seats municipal representatives (designated by each council or elected by members) and whether it allows alternates.
- **Hill Spring:** Administration will ask the Village of Hill Spring how it appoints and pays its representative, so the two councils stay consistent.
- **No back pay:** Remuneration takes effect from the appointment date only. Meetings attended before the appointment weren't on Council's behalf, and the Bylaw 235-2025 basis for paying for them is uncertain.