

# Joining a Committee

## Why should I join a committee?

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Have your say at the table. If you are a Municipal Elected Official or Senior Administrator and want to shape the direction of the organization, consider applying to serve on one of our committees.

Participating on a committee provides an opportunity to influence the direction of policy and programs. In addition, you will gain greater awareness of key initiatives as well as increase your network and leadership skills.

## What is the expected time commitment?

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Committee meetings are typically held four times in an appointment term.

Please allow a full day for these meetings as they typically start at 9:00 a.m. and end at 3:00 p.m. While meetings may be attended virtually, in-person attendance is preferred whenever possible.

Committee meeting agendas are available 7 days prior for meeting preparation and generally take a few hours to review depending on the agenda items.

## What are the roles and responsibilities?

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Committee members are responsible for:

- Attending meetings on a regular basis
- Preparing for and actively participating in meetings
- Representing the interests and views of members with whom they have contact with
- Communicating with members regarding matters under consideration unless confidential
- Exercising the care, skill, and diligence of a prudent person in carrying out their duties

## Are honoraria provided and expenses covered?

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Per Association Policy:

- Municipal Elected Officials are entitled to receive honoraria for their service on a committee established by the Board.
- Municipal Administrators and other persons serving on a committee established by the Board will be reimbursed for travel costs incurred as a result of committee requirements.

## About us

We represent urban municipalities including cities, towns, villages, summer villages and specialized municipalities and more than 85% of Albertans. We are a dynamic and evolving association, advocating the interests of members to the provincial and federal orders of government and other stakeholders.

## Our Vision

We are a change agent that enables municipalities to be a fully engaged order of government with the capacity to build thriving communities.

## Our Mission

We are the voice of urban municipalities and provides visionary leadership, solutions-based advocacy, and service excellence.



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## Committee Descriptions

- The **Audit and Finance Committee** is responsible for ensuring, using the appropriate methodologies and processes, the overall probity and integrity of financial systems and practices for the organization and its associated entities.
- The **Economic Strategy Committee** considers issues including labour and immigration; jobs, economy, innovation, and technology; energy policies and market access; and advanced education.
- The **Infrastructure Committee** looks at matters pertaining to municipal infrastructure and financing, municipal infrastructure related grants and transfers, tangible capital assets, asset management, transportation and public works, roads and bridges, rights of way including utilities, energy policies and market access, and disaster planning and emergency management.
- The **Investment Advisory Committee** is responsible for ensuring, using appropriate methodologies and processes, the internal investment funds and those held in Trust or by agreement are well-managed and operate in compliance.
- The **Municipal Governance Committee** looks at matters pertaining to the Municipal Government Act and related legislation, property assessment and tax policy, municipal revenue and cost sharing, intermunicipal cooperation, the municipal sustainability strategy, roles and responsibilities of municipalities, citizen engagement, indigenous relations, and Convention resolutions.
- The **Safe and Healthy Communities Committee** considers issues relating to health and safety (including emergency medical response and police funding), social programs (FCSS, poverty reduction, affordable housing, and homelessness), culture and recreation, and Welcoming and Inclusive Communities.
- The **Small Communities Committee** provides advice on opportunities and challenges affecting the sustainability of small communities. This Committee is also responsible for providing a small communities perspective on key policy initiatives.
- The **Sustainability and Environment Committee** reviews matters pertaining to water, climate change, clean air, brownfields, solid waste management, land use planning and cumulative effects management, and municipal sustainability planning.

## Application and Selection Process

1. Read the descriptions of each Committee to identify which one(s) interests you and then complete the application form [online](#).
2. Applications for 2022/2023 must be submitted by **September 23, 2022**.
3. All applications will be reviewed and members will be appointed to the various committees based on expertise and criteria ensuring balance and representation of various regions.
4. All applicants will receive a letter once the appointments have been made.

**Submit your  
interest to join  
a committee**

Fill out our [online form](#) to submit your interest in joining a committee.



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