

**BYLAW NO. 5608**  
**PUBLIC WORKS, INFRASTRUCTURE AND ENVIRONMENT**  
**ADVISORY COMMITTEE**

---

**THE MUNICIPAL COUNCIL OF THE CITY OF MOOSE JAW ENACTS AS FOLLOWS:**

**Definitions**

1 In this Bylaw:

(a) “**Code of Ethics Bylaw**” means Bylaw No. 4381, A Bylaw of the City of Moose Jaw to Adopt a Code of Ethics for Officials and Employees and Persons Appointed to Boards, Committees and Commissions of the City of Moose Jaw.

(b) “**Committee**” means the Public Works, Infrastructure and Environment Advisory Committee.

(c) “**Procedure Bylaw**” means Bylaw 5176, A Bylaw of the City of Moose Jaw Governing the Proceedings of City Council and any Committees Established by City Council for the Administration of the Business of City Council.

**Establishment of Committee**

2 Pursuant to section 55 of *The Cities Act*, City Council continues the Environment Advisory Committee and the Transportation Services Advisory Committee under the name of the Public Works, Infrastructure and Environment Advisory Committee.

3 The Transportation Services Advisory Committee and the Environment Advisory Committee are disestablished.

**Duties/Functions**

4 Acting in an advisory role for the City, the Committee shall:

- (a) work with stakeholders and community representatives to provide input on transit and municipal infrastructure involving roadways, water, watershed, drainage, wastewater, solid waste, and environment issues to meet regulatory requirements and community needs;
- (b) provide advice on public awareness education campaigns and community consultations;
- (c) provide a forum for input and exchange of ideas on public works, infrastructure and environment issues.
- (d) Review and make recommendations regarding community implications identified in City undertakings, initiatives and other projects.
- (e) provide input on waste reduction and diversion initiatives including food reclamation.
- (f) provide community engagement opportunities on public awareness of water conservation measures, climate change mitigation and reduction of greenhouse gas emissions.

### **Member Eligibility and Appointment**

5(1) The Committee shall consist of the following members:

- (a) one member of City Council;
- (b) one Chamber of Commerce representative;
- (c) one Wakamow Valley Authority representative;
- (d) one 15 Wing Canadian Forces Base Moose Jaw representative;
- (e) one representative from Holy Trinity Catholic School Division;
- (f) one representative from Prairie South School Division;
- (g) two citizen representatives of the general public;
- (h) one citizen representative of the senior citizen community (55+ years old);

- (i) one citizen representative of the youth community (16 to 23 years old); and
- (j) one citizen representative of the First Nations or Metis Community.

(2) All Committee members shall reside in Moose Jaw, with the exception for the representative of 15 Wing Canadian Forces Base Moose Jaw who can be a Bushell Park resident.

(3) The Mayor shall be an *ex officio*, non-voting member of the Committee.

(4) Except for the Mayor, all Committee members shall be appointed by, and serve at the pleasure of, City Council.

(5) For 2020 only, the appointments of one-half of the Committee members shall be for one-year terms beginning January 1, 2020 and expiring December 31, 2020, and the appointments of the other half of the Committee members shall be for two-year terms beginning January 1, 2020, and expiring December 31, 2021.

(6) Following the initial appointments to the Committee under subsection (5), the Committee member's appointments shall be for two-year terms.

(7) A Committee member's appointment will automatically terminate when:

- (a) in the case of a member of City Council, the member ceases to be a member of City Council;
- (b) a member appointed pursuant to clause 4(1)(b) ceases to be a resident of the City; or
- (c) the member's seat becomes vacant through resignation or death.

(8) On the recommendation by the Committee, City Council may terminate a Committee member's appointment:

- (a) if the member fails to attend three consecutive Committee meetings without, in the Committee's opinion, a reasonable excuse;
- (b) when there is permanent incapacity of a member; or
- (c) for cause.

(9) Where a Committee member's appointment expires or is terminated under this section, City Council may appoint another person to fill the vacancy for the remainder of the term of the member being replaced.

(10) In the event that City Council is unable to appoint a new member to the Committee before a member's appointment expires through the passage of time, the member's appointment is automatically extended until a new member is appointed.

### **Chair**

6(1) At the Committee's first meeting in January of each year, the Committee members will elect one of its members to be the Chair of the Committee and elect another member to be the Committee's Vice-Chair.

(2) The Chair shall preside over all Committee meetings at which the Chair is present, and the Vice Chair will preside over the Committee Meetings or portions thereof when the Chair is not present.

(3) When neither the Chair nor the Vice-Chair is present at a Committee meeting or portion thereof, the Committee members who are present may elect a member to preside over that meeting or portion thereof.

### **Meetings and Procedure**

7(1) The Committee shall hold its meetings on the first Wednesday of each month at 5:30 p.m., except for the months of July and August.

(2) Meetings in addition to those determined under subsection (1) shall be at the time and place determined by the Chair.

(3) All agenda items must be received ten (10) days prior to the meeting date.

8(1) The Committee will conduct its proceedings in accordance with the Procedure Bylaw.

(2) Notwithstanding subsection (1), the Committee may adopt general rules of procedure as long as they are not in conflict with the rules of procedure in the Procedure Bylaw.

### **Conflict of Interest**

9 The Committee members will conduct themselves in accordance with the Code of Ethics Bylaw.

### **Coming into Force**

10 This Bylaw comes into force on January 1, 2020.

READ a first time December 9, 2019.

READ a second time December 9, 2019.

READ A THIRD TIME AND PASSED

---

Mayor

---

City Clerk