

RMA COMMITTEE ON QUASI-JUDICIAL AGENCIES TERMS OF REFERENCE

MANDATE

While the *Municipal Government Act* assigns municipalities with responsibility for land use planning and development decisions within their boundaries, there are some specific development types that are approved at the provincial level, often by quasi-judicial agencies, such as the Alberta Utilities Commission, Alberta Energy Regulator, and Natural Resources Conservation Board. These agencies are not required to abide by, or in some cases even consider, municipal perspectives and plans when approving development applications. This has resulted in situations where provincially-approved developments have had local impacts related to land use, infrastructure, environmental risks, noise or odour nuisances, and others.

The purpose of this committee is to provide a rural municipal perspective on the current processes of quasi-judicial boards in approving certain provincially-regulated developments, the impacts of such developments on rural municipalities and other landowners, and the role (or lack thereof) of municipalities in such approval processes.

The committee will seek local examples of how developments approved by quasi-judicial agencies have impacted municipalities and provide input into the project engagement and approval process from the perspective of municipalities. The committee will primarily focus on local, municipal examples that demonstrate the lack of involvement of rural municipalities in existing processes.

The committee may also engage with government, quasi-judicial agencies, industry, and any other stakeholders they identify as relevant to better understand the processes. The Committee may also address other items as identified by the RMA Board of Directors.

COMMITTEE ROLES AND DELIVERABLES

The Committee will:

- Serve as an advisory group to provide the rural municipal perspective on quasi-judicial approval processes.
- Maintain confidentiality, as required, of materials provided or discussions within the committee.
- Provide a “What We Heard” report to the RMA Board of Directors to support the development of key positions based on discussions and information obtained through committee work.
- Represent the entirety of the RMA membership when making recommendations to the RMA Board of Directors.

COMPOSITION

The Committee will be comprised of:

- A member of the RMA Board of Directors to act as chair;
- Five (5) elected officials from RMA full member municipalities, nominated independently with support from their municipality, and selected by the RMA Board;
- External subject experts as identified by the committee will be invited to present to the Committee as needed.

TERM

This committee will be in place until September 30, 2023, or as directed by the RMA Board of Directors.

REPORTING RELATIONSHIP

- The Committee shall report to the RMA Board through its Chair.
- The Committee shall have no resolution making powers.
- At the RMA Board's discretion, the Committee or some designates may meet with the RMA Board to discuss the Committee's progress or deliverables.

FREQUENCY OF MEETINGS

Meetings will occur once every month or as needed. The Committee may be assembled at the request of the RMA Board of Directors when a specific task or issue arises.

COMMITTEE SECRETARIAT, ADMINISTRATIVE AND FINANCIAL SUPPORT

- The RMA will provide all necessary administrative resources to the Committee.
- The RMA office shall provide or arrange meeting space for the Committee as required.
- Per diem costs associated with participation in an RMA Advisory Committee will be borne by the member municipality. A letter of support from each committee member municipality is requested indicating recognition that per diem costs will not be borne by the RMA.
- The RMA shall reimburse committee members for travel, accommodation, and meal expenses related to attendance of committee meetings.