

Policy Title:	Council Appointments to External Committees
Policy Number:	C-02
Policy Owner:	Council
Effective Date:	November 7, 2023

1. Purpose

To set the procedure for Council appointments to external committees, boards, and commissions.

2. Scope

This policy applies to the elected officials of the Town.

3. Policy

- 3.1 Annually during the Organizational Meeting of Council, Council may determine an appropriate list of external (standing and ad-hoc) committees and accordingly, appoint Members of Council to each committee.
- 3.2 Council may, at any time and by a motion of Council, include or exclude an external committee (standing or ad-hoc) that Council provides member representation for the Town of Coalhurst.
- 3.3 Council may, at any time and by a motion of Council, adjust Member appointments to External committees should the circumstance demand a change to the appointment. For example, a member resignation, dissolution of committee, Code of Conduct violation, or unforeseen circumstance may be considered a reasonable cause for a change to an appointment.

4 Definitions

External Standing Committee: A permanent Board/Committee established by an external organization to which Council appoints a member(s) by resolution at the Organizational Meeting or by any other resolution of Council. If the external standing committee provides an honorarium, stipend, or compensation to the appointed member(s), the honorarium, stipend, or compensation is to be paid directly to the Town of Coalhurst.

External Ad Hoc Committee: Board or Committee established by an outside group requiring the attendance of at least one member, who is appointed by resolution of Council. If the external ad hoc committee provides an honorarium, stipend or compensation to the appointed member(s), the honorarium, stipend, or compensation is to be paid directly to the Member.

5 Procedure

All procedures relevant to Council appointments are pursuant to the Town's Procedure Bylaw and Committees of Council Bylaw and in accordance with the Municipal Governance Act.

6 Appendices / Forms


N/A

7 Supporting Information

The following list is a sample of potential external committees that Council may consider at each Annual Organizational Meeting of Council:

- Chinook Arch Library System
- Barons Eureka Warner Family and Community Support Services (BEW-FCSS)
- South Grow Regional Initiative
- Mayors and Reeves of Southern Alberta
- Oldman Watershed Council
- Chinook Intermunicipal Subdivision and Development Appeal Board (CISDAB)
- Community Futures Lethbridge Region
- Green Acres Foundation
- Highway 3 Twinning Development Association
- Oldman River Regional Services Commission (ORRSC)
- Regional Composite Assessment Appeal Board (RCAAB)
- Regional Local Assessment Appeal Board (RLAAB)
- Intermunicipal Committee with Lethbridge County (IDP)
- Emergency Advisory Committee with Lethbridge County
- Regional Emergency Management Committee

8 Revision History / Amendments

Review Date	Description	Approved By:
23-Nov-7	This policy supports the Committees of Council Bylaw, and the Procedure Bylaw. Policy No. 00-01-03 Committee/Boards Councillors is rescinded.	 _____ Mayor