

Village of Ashcroft  
Council Committee/Board Appointment Policy  
Council Policy 2006-01

Administration

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**Council Committee/Board Appointment Policy**

**Preamble**

The Village of Ashcroft Council will have Standing Committees and Select Committees as defined in Section 142 and 143 of the Community Charter. In addition there are Council appointments to Special Boards and External Boards.

**Standing Committees**

**141. Standing committees of council**

141. (1) *The mayor must establish standing committees for matters the mayor considers would be better dealt with by committee and must appoint persons to those committees.*  
(2) *At least half of the members of a standing committee must be council members.*  
(3) *Subject to subsection (2), persons who are not council members may be appointed to a standing committee.*

- Standing and Select Committees are defined in Council Procedure Bylaw Section 21. The following establishes the appointment to these committees.
- Each Standing Committee will have two members of Council appointed to them. The first named Committee member will act as the Chairperson of the Committee the second named is Vice-Chairperson.
- A Councillor may not be the chairperson of more than one standing committee at any given time.
- A Council member shall not be the Chairperson of a Standing Committee for longer than one year at a time.
- As defined in Section 142 of the Community Charter Standing Committees may consist of two additional members of the Public.
- The Committees listed below are to be established as Standing Committees of the Village of Ashcroft Council.

**Standing Committees**

**Corporate Services Committee:** 2 Members of Council

**Responsibilities**

- Finance            Have Signing Authority for the Village of Ashcroft  
                         Meet Quarterly to review Financial Statements  
                         Meet with External Auditor as required
- Safety              Meet monthly the Third Monday each month at 8:30 am
- Personnel
- Fire Department
- ESS

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**Outside Services**      2 Members of Council

**Responsibilities**

- Parks
- Recreation
- Public Works
- Transportation

**Community Services**      2 Members of Council

**Responsibilities**

- Bifuka
- Downtown Revitalization
- Economic Development
- Hospital & Senior Housing
- Heritage
- Tourism

**Special Boards**

**Ashcroft Landfill Advisory**      2 Members of Council  
Defined by Agreement with GVRD  
Meets when required  
Includes 2 members of Cache Creek Council

**Spirit of BC Committee**      1 Member of Council  
Members of Public  
Deals with 2010 Olympic Opportunities  
Meets when required

**TNRD**      1 Appointment as per Local Government Act  
1 Alternate as per Local Government Act  
Regular Meetings in Kamloops

**NDI RAC**      Northern Development Trust  
Cariboo-Chilcotin Lillooet Regional Advisory Committee  
1 Member  
1 Alternate

**External Boards**

**Gold Country  
Communities Society**      1 Member  
1 Alternate  
Membership as per Gold Country Community - Society Act

**Ashcroft and District  
Chamber of Commerce**      1 Member  
1 Alternate

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**Standing Committee, Special and External Board Appointment**

- Membership of Standing Committees, Special and External Boards will be reviewed each year.
- At the First Regular Meeting in December of each year the Mayor will put forward those names he/she feels are appropriate for each Standing Committee and each Special and External Board.
- Discussion on the appointments will occur at the Committee of the Whole meeting in January.
- Final Appointment of Committee Members will occur through consensus at the Second Regular Council Meeting in January.

**Select Committees**

***142. Select committees of council***

142. (1) *A council may establish and appoint a select committee to consider or inquire into any matter and to report its findings and opinion to the council.*  
(2) *At least one member of a select committee must be a council member.*  
(3) *Subject to subsection (2), persons who are not council members may be appointed to a select committee.*

- Select Committees must be created by resolution of Council.
- At least one member of Council must be on the committee.
- Council membership of the committee will be decided at the time of creation.
- The Council Members appointed to the Select Committee may choose the other members of the Committee.
- Each Select Committee shall have a clearly defined purpose, clearly defined expected outcomes, a clearly defined timeline for reporting back to Council and provision for a budget.
- Each Select Committee is automatically dissolved upon the Committee presenting its findings to Council.