

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

Administration

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.