

TOWN OF VULCAN

Policy Manual

<u>POLICY NUMBER</u>			<u>TITLE OF POLICY</u>
A-03			Internal and External Committee Appointments
Approval	D/M/Y	Resolution #	
Amended	27/03/17	17.109	

STATEMENT:

The Town of Vulcan requires a policy to formalize a process for the appointment of Councillors to Internal and External Committee, Commissions, Boards and other bodies on which Town Council is entitled to representation.

1. Policy

1.1 Committee Appointments:

- (a) All appointments of Town Council members to act on Committees, Commissions, Boards and other bodies on which Town Council is entitled to representation, shall be made yearly at the Town of Vulcan Organizational Meeting.
- (b) Appointments to Committees, Commissions, Boards, and Town Council's representatives on other bodies desiring the same, shall be nominated either by the Mayor, or members of council, and are then voted upon collectively. Except where more nominations have been received than the number required by the committee, it shall then be voted upon individually.

1.2 Appointment Terms – In an effort to provide continuity and the retention of experience at a committee level, it is recommended that all appointments should be for a minimum two (2) year term. All committee appointments will be reviewed annually at the Town of Vulcan Organizational Meeting.

1.3 Alternate Appointments – In an effort to ensure that quorum is met at the meetings of Committees, Commissions, Boards and other bodies on which Town Council is entitled to representation, and when allowed by the bylaws governing that body, Town Council will annually appoint an alternate member of council who will attend a meeting if the usual appointed council member is unavailable.

2. List of Required Appointments

2.1 Attached and forming part of this policy is a list of the required appointments to Committees, Commissions, Boards, and other bodies desiring Town Council representatives.

- END OF POLICY-

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List of Required Appointments

Internal and External Committees	Number of Councillors	Alt	Term
Committee of the Whole	Mayor and Councillors		4 yrs.
Assessment Review Board	1 Councillor		4 yrs.
Joint Subdivision and Development Appeal Board	1 Councillor		4 yrs.
Municipal Planning Commission (MPC)	2 Councillors		2 yrs.
Vulcan and District Recreation Committee	1 Councillor		2 yrs.
Canadian Badlands Ltd.	1 Councillor		2 yrs.
Community Futures Highwood	1 Councillor		2 yrs.
Family and Community Support Services Board (FCSS)	1 Councillor		2 yrs.
Foothills Regional Emergency Management Commission (FRESC)	1 Councillor		2 yrs.
Joint Use Policy and Advisory Board	1 Councillor		2 yrs.
Mayors and Reeves	Mayor		4 yrs.
Oldman River Regional Services Commission (ORRSC)	1 Councillor		2 yrs.
SouthGrow Regional Initiative	1 Councillor		2 yrs.
Southern Alberta Energy from Waste Association (SAEWA)	1 Councillor		2 yrs.
The Marquis Foundation	1 Councillor		2 yrs.
Twin Valley Regional Water Services Commission (TVRWSC)	2 Councillors		2 yrs.
Vulcan and District Tourism Society	2 Councillors		2 yrs.
Vulcan Area Public Petroleum Association	1 Councillor		2 yrs.
Vulcan Brand Innovation Team (VBIT)	1 Councillor		2 yrs.
Vulcan Business Development Society (VBDS)	3 Councillors		2 yrs.
Vulcan District Chamber of Commerce	1 Councillor		2 yrs.
Vulcan District Waste Commission	1 Councillor		2 yrs.
Vulcan Golf and Country Club	1 Councillor		2 yrs.
Vulcan Library Board	1 Councillor	No	2 yrs.
Vulcan Region Healthcare Grant Committee	1 Councillor		2 yrs.
Vulcan Town & County Airport Committee	2 Councillors		2 yrs.
Vulcan Health & Wellness Foundation	1 Councillor		2 yrs.