

Policy: **Citizen Appointment Process Policy**

Date Originally Approved:

Motion: *“That the Citizen Appointment Process Policy 2017 – 42 be approved as presented; and*

Further that the Policy be effective immediately.”

This Policy is current as of: October 26, 2017

Policy Number: 2017 - 42

Policy Subject: Citizen Appointment Process Policy

Policy Objective

To establish a process for Council to follow for the appointment of citizen representatives to various Committees, Boards Agencies and Societies to which Council has the authority to appoint citizens at large to; hereafter referred to as “committees”.

Policy

1. This Policy is entitled “Citizen Appointment Process Policy”.
2. Citizen appointments to committees shall be done through application.
3. A notice will be advertised throughout the community, including the Town’s web page notifying the public of the opportunities to serve on committees and providing directions on how to apply.
4. Applications shall be submitted on the prescribed form or on another form containing the same information. All applications must be complete and received at the Town Office prior to the established deadline date.
5. Where there are eligibility requirements in the by-laws, policies or mandate of the committee, the candidates must meet the eligibility criteria.
6. Candidates must be a resident or taxpayer or a director of a company in the Town of Stewiacke.
7. Candidates may be consider for appointment to more than one committee, if they apply.
8. The term of appointment expires in November on an election year.
9. All appointments are made by Council.
10. Where the appointment is to fill a vacancy on a Town committee the Chair of the committee will recommend to Council the person to be appointed.

Annotation for Official Policy Book

Date of Notice to Council Members of Intent to consider: October 19, 2017

Date of Passage of Current Policy: October 26, 2017

I certify that this was adopted by Council as indicated above.

CAO / Clerk

Date