



M. D. OF GREENVIEW NO. 16
POLICY & PROCEDURES MANUAL

Section:
COUNCIL

POLICY NUMBER: CO 02

POLICY TITLE:	APPOINTMENTS TO BOARDS AND/OR COMMITTEES	Page 1 of 1
Date Adopted by Council / Motion Number:		11.05.292

PURPOSE:

To establish rules and regulations governing the appointments of Members-At-Large to Boards and/or Committees of Council.

POLICY:

Boards and Committees of Council will be governed by rules regarding appointments and attendance.

1. All appointments will be by resolution of Council unless legislation states it must be done otherwise.
2. All appointments will be for a period of one year unless legislation states otherwise.
3. No appointee will be allowed to miss more than three consecutive meetings of the Board or Committee without permission of that Board or Committee.
4. If a Member-At-Large misses more than three consecutive meetings, a notice shall be issued in writing by the C.A.O. that the Member has been disqualified from office.
5. When a Member-At-Large has become disqualified and official notice has been issued, the C.A.O. may proceed with steps to fill the vacated position.
6. All Members-At-Large appointed to an M.D. Board or Committee will be a resident of the Municipal District, and must be in good standing with the Municipality.
7. A telephone meeting or survey will only be held in the case of an emergent issue, or if time restrictions do not allow the Board/Committees time to meet as a body. A telephone meeting will be considered a special meeting and must be held in compliance with the legislative requirements for special meetings, with minutes recorded and approved at the next ensuing Board/Committee Meeting.
8. Any member of the Board/Committee wishing to attend a regular meeting by telephone must have prior approval of the Board/Committee.

(Original signed copy on file)

REEVE

C.A.O.