

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

Proposed amendment presented:

- ***Title Change: Committee Appointment Process Policy***
- ***Striking out citizens and replacing them with committee throughout document.***

Date presented for Councils approval: May 23, 2024

Motion: *“That the Citizen Appointment Process Policy be approved as amended; Committee Appointment Process Policy and*

Further that the Policy be effective immediately.”

This Policy is current as of: May 23rd, 2024

Policy Number: 2017 - 42

Policy Subject: Committee Appointment Process Policy

Policy Objective

To establish a process for Council to follow for the appointment of members to various Committees, Boards Agencies and Societies to which Council has the authority to appoint to as “committees”.

Policy

1. This Policy is entitled “Committee Appointment Process Policy”.
2. 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 of the Town of Stewiacke with the exception of Business & Tourism and Community Parks, Recreation, and Events Committee which allows a director of a company in the Town of Stewiacke.
7. Candidates may be considered for appointment to more than one committee if they apply.
8. The term of appointment expires in November of the second year of a municipal election term.
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 Passage of Current Policy: May 23, 2024

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



CAO / Clerk



Date