

**SERVICE ON MUNICIPALLY SUPPORTED  
BOARDS/COMMITTEE POLICY**

Subject: Serving on Bds/Cmts

Ref: Council

Code: 11

Date Approved: Feb 08, 2011

Motion No: 049/08/02/11

Replaces: 301/13/04/04

The County of Northern Lights believes in being a supportive neighbor to intermunicipal agreements and providing a wide range of municipal services to its ratepayers and residents.

The County of Northern Lights proposes to do this by providing a format of direction and decision-making to its Councillor who represents it on the various municipally supported boards, committees, commissions etc.

Signed:

  
Chief Elected Official

Signed:

  
Chief Administrative Officer

## PROCEDURE

1. Councillors representing the County of Northern Lights on various boards/committees/commissions are required to
  - a) attend the board and annual meetings of these organizations or arrange for the alternate to attend.
  - b) represent the Council's wishes/perspective not their own personal wishes/perspective.
  - c) ensure the board/committee/commission is following the terms and conditions of
    - i) its bylaws or articles of incorporation, and/or
    - ii) its signed agreement with municipalities.
  - d) regularly report back to Council with *verbal* and/ or written reports on items
    - i) *of a controversial nature [in-camera sessions on legal or sensitive issues]*
    - ii) that will change the board/committee structure
    - iii) that will change or amend existing signed agreements with municipalities
    - iv) that involve large capital purchases [bldgs, land, equipment, etc.]
    - v) that involve corporate reviews and feasibility studies

and/or obtain feedback from Council as to what it wishes be done.
2. Councillors are charged with the task of bringing the municipality's concerns and/or support forward to the boards/committees/commissions.
3. Councillors have to be mindful of the commitment, legal and financial implications to the County when making decisions on these boards/committee/commissions.
4. Councillors whose own personal thoughts and feelings hamper them from carrying out Council's mandate and direction will step down, or may be asked by Council to step down, and a different Councillor appointed to serve on that committee.
5. Councillors serving on these boards/committees/commissions are bound by the same pecuniary interest criteria as described in the Municipal Government Act.