



City of St. Albert  
**CITY COUNCIL POLICY**

Appointment of Elected Officials

<b>AUTHORITY</b> City Council	<b>APPROVED</b>	<b>Res. No.</b> C497-2006	<b>mm dd</b> 09 25	<b>REVISED</b>	<b>Res. No.</b>	<b>mm dd</b>
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## Policy

Participating in Council Committee meetings and meetings of other bodies to which Councillors are appointed by Council is an important part of Council's Governance model.

## Standards

1. Annually, the Nominating Committee shall meet to consider and make recommendations to council on the appointment of council members to Council Committees, to other City committees and to bodies on which the City is entitled to have representation.
2. The Council representative's role shall be of a liaison nature between the body to which the Councillor has been appointed and Council.
3. The Council representative shall report to Council, at the monthly meeting scheduled for this purpose, any issues, concerns or other information.

## Term of Office

1. Unless otherwise specified by legislation, bylaws, terms of reference or resolutions, appointments shall be for a one (1) year term and the effective date of appointment shall be designated by Council resolution.
2. If the Council representative is unable to complete the term of office as required, the Nominating Committee shall make a recommendation to Council for a replacement appointment, provided that at least five months are left in the member's term of office, or less if so desired by the body on which the Council representative served.

**Cross References:** Policy C-CG-5, Council Job Description; Procedure Bylaw 20/2006

