



1. Purpose

To ensure the impartiality and accountability of Boards, Committees, and Commissions under the jurisdiction of the City of Lloydminster.

2. General Policy

2.1 **Appointments** – All appointments to Boards, Committees, and Commissions under the jurisdiction of the City of Lloydminster shall be made by City Council. (Except as noted in 2.2 below).

2.2 **Appointment of Civic Employees** – City Council or the City Manager may appoint a civic employees to Boards, Committees, or Commissions, provided that:

- a) the employee has special relevant expertise to contribute;
- b) and/or the appointment is necessary by virtue of the employee's office;
- c) there will be no detrimental effect on the employee's normal responsibilities.

2.3 **Criteria** – The following criteria may be considered in making appointments:

- a) Expressed interest of the individual;
- b) Contribution by reason of experience or expertise the individual is likely to make;
- c) Past involvement and demonstrated contribution of time and effort;
- d) No individual **shall** be appointed by virtue of representing any specific group.

2.4 **Responsibility and Terms of Appointments** – As part of the condition of accepting an appointment, the appointee shall agree to abide by the madate, objectives, and terms of reference of the Board, Committee, or Commission.

2.5 **Responsibilities of Appointed City Employees** – In addition to Section 2.4 above, City employees are expected to respect and represent the official views of the City and act in conformity with City policies and practices. It is expected that appoined officials would report important matters to their superiors in the normal manner, and could ensure that other civic operations could be represented and relevant activities and interests would be coordinated with appropriate City Departments.

2.6 **Length of Appointments** – Appointments shall be for the duration of the term defined in the constitution of the Terms of Reference of the Board, Commission, or Committee as approved by City Council or as otherwise specified by Bylaw or Council resolution.

3. Responsibilities

The City Managerer is responsible for administering and updating this policy.