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Title: Committees of Council

Policy No: 1015

Approval: County Council

Effective Date: October 10, 2007

Supersedes Policy No: New



Mountain View
COUNTY

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Policy Statement: Mountain View County (the County) will establish Terms of Reference for each Committee, Board or Commission established by Council.

Purpose: The purpose of this policy is to ensure that Terms of Reference are developed and approved for each Committee, Board or Commission established by Council.

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The policy will permit the Terms of Reference (which are included as procedures to this policy) for each Committee, Board or Commission to be amended or deleted if the Committee, Board or Commission is dissolved.

Principles:

1. Each Committee, Board or Commission established by Council must have a clear mandate, and reporting and authority mechanisms.
2. Committees, Boards and Commissions must be accountable to Council.

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End of Policy

Approved: October 10, 2007

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Procedure Title: Committees of Council

Procedure No: 1015-01

Approval: CAO

Effective Date: October 10, 2007

Supersedes Procedure No: New

1. Procedure

- 1.1 Council shall approve the establishment of all Council Committees, Boards and Commissions.
- 1.2 Council shall approve a Terms of Reference for each Council Committee, Board and Commission.
- 1.3 Amendments to a Terms of Reference shall be approved by the CAO.
- 1.4 The Terms of Reference for each Committee, Board or Commission form part of this procedure.

End of Procedure

Approved: October 10, 2007