

Committees and Councilor Portfolios

1. Council Committees:

- 1) Are established by motion of Council,
- 2) Operate on an ongoing basis as standing committees or for a specific term, as set by Council,
- 3) Have powers and duties as set by Council,
- 4) May have a budget as established by Council,
- 5) May be chaired by a member Council, but will certainly have at least one Council member assigned to that Committee,
- 6) Include but are not limited to:
 - The Emergency Response Committee,
 - The Friends of Trees Committee, and
 - Any reference committee called by Council for the purpose of providing input to Council, (examples: The lagoon committee)

2. Community Committees:

- 1) Are independently established by community members,
- 2) May operate for a short time or may be ongoing,
- 3) Set their own goals and their own operating protocol,
- 4) **May be partially funded** by Council as long as the following conditions are met:
 - The community committee approaches Council in the spring (on or before Council's March meeting) to indicate any budget requests that they have for that year (or other requests for services such as photocopying, mailing, use of staff, use of facilities, etc.) and are approved for all or part of their request.
 - The Committee must obtain approval for use of Village facilities or resources.
 - The community committee submits a financial report at year-end with the understanding that Council determines whether the community committee is allowed to carry any remaining Council grants forward to the next fiscal year.
- 5) May have a Councilor who chooses to join a Community Committee, with the understanding that the Councilor joins with the expectation of supporting the committee and providing liaison to Council
 - There is no expectation that the Community Committee answers to that Councillor.

6) Could include but are not limited to:

- A Beach and Waterfront Committee,
- A Fun Day Golf Tournament Committee,
- A Playground Committee,
- A Social Committee,
- A Canada Day Committee,
- An Environmental Committee,
- Any committee established in the village for a specific purpose, (example: a committee established to celebrate a specific event).

2. Councilor portfolios

- Portfolios are assigned to individual councilors, with that councilor's consent, by means of a majority motion of Council.
- Portfolios are reviewed at the beginning of each calendar year and may, by majority vote, be reassigned.
- Councilors are typically assigned portfolios in order to:
 - Undertake a specific task on behalf of Council, or
 - Provide support to a specific Community Committee.