



Town of Antigonish Executive Committee Policy

Scope

The purpose of this policy is to provide a procedure and mandate for standing committees within the Town of Antigonish and is adopted under authority of Section 23 (1) (c) and Section 24 of the Municipal Government Act.

Policy

1. Council hereby establishes the "Executive Committee" as a standing committee of Council.
2. The Chair of the Executive Committee is the Mayor and the Secretary is the Chief Administrative Officer or designate.
3. The Executive Committee shall consist of the Mayor, Deputy Mayor, and two (2) other members of Council appointed by Council.
4. The mandate of the Executive Committee is:
 - (1) to conduct the annual performance appraisal of the Chief Administrative Officer;
 - (2) to authorize disciplinary action against the Chief Administrative Officer and report same to Council at its next meeting;
 - (3) to give advice to the Chief Administrative Officer on matters in which political advice is sought in regards to the likelihood of Council support for alternative possible courses of action, including but not limited to, advice with respect to contract or other negotiations with third parties, such advice shall not bind Council;
 - (4) to act as Council's representative in negotiations or meetings, at the request of the Chief Administrative Officer;
 - (5) such other duties as are lawfully assigned to the Executive Committee by the Town of Antigonish's by-laws, policies or by Council resolution.

CAO's Annotation for Official Policy Book

Date of Notice to Council Members of Intent

To Consider (Minimum 7 Days): February 16, 2009

Date of Passage of Current Policy: March 16, 2009

I certify that this Policy was adopted by Council as indicated above.

D. Kampen
Chief Administrative Officer

March 17/09
Date