

FREQUENTLY ASKED QUESTIONS ABOUT THE APPOINTMENT PROCESS

Who can apply?

As per [City Council Policy No. C01-003](#), applicants must reside within the boundaries of the City of Saskatoon.

Employees of the City of Saskatoon are not eligible for public appointment.

How do I apply?

Go to the City's website at saskatoon.ca/boards to locate the **Committee Application Form**.

Complete the on-line application form, attach a resumé and provide two letters of reference. Incomplete applications will not be accepted.

Can I apply for more than one Committee?

Yes. If you are applying for more than one Committee, please complete a **separate** application form for each one. It should be noted that City Council will not, except under exceptional circumstances, appoint an individual to more than one Committee. You may, therefore, wish to rank your choices if you apply for more than one Committee.

How many actual vacancies are there?

The section on Committees outlines how many members there are on each Committee. It should be noted that existing members are eligible for reappointment to a maximum of six consecutive years; however, reappointments are not automatic.

The number of actual vacancies may be minimal; however, we would encourage you to submit an application. Vacancies do arise throughout the year, and your application will be considered if one does occur.

How are appointments made?

- The Governance and Priorities Committee, which is a Committee consisting of all members of City Council, will review all applications.
- A report will be submitted from the Governance and Priorities Committee to City Council containing recommendations for appointments.
- Most appointments are effective as of January 1, with the exception of the Remai Modern Art Gallery of Saskatchewan, SaskTel Centre and TCU Place and nominees to the Saskatoon Airport Authority.
- Applicants to the Board of Police Commissioners, the Saskatoon Public Library Board, TCU Place Board of Directors, SaskTel Centre Board of Directors, the Remai Modern Art Gallery of Saskatchewan Board of Directors, and the Saskatoon Airport Authority

will have their application/resumé/reference letters shared with current Board members as part of the review process.

How do I find out if I am appointed?

- You will receive formal notification of your appointment from the City Clerk's Office indicating the term of your appointment and any other pertinent information.
- If you are not a successful applicant, you will be notified.

Will I get paid to sit on a Committee?

Appointed members shall serve without receiving remuneration. Members of the Municipal Review Commission and the Appeals Boards however receive an honourarium for meetings/hearings attended, and an honourarium is provided to Saskatoon Airport Authority appointees through the Authority.

How do the City's Committees operate?

Committees do not all have the same way of operating. The Secretary of the Committee will familiarize you with the Committee's practices and rules. Orientation is provided at the first meeting of each of the Advisory Committees. The Appeals Boards, Controlled Corporations and Statutory Boards have their own onboarding practices.

If I am appointed to a Committee, can I expect to serve for the maximum six years?

While you may be reappointed and serve the maximum six-year term, Council does not automatically reappoint members for additional terms.

Is there a cut-off for accepting applications?

There is no deadline for receipt of applications - appointments will be made as soon as possible.

Who do I contact for more information on the application/appointment process?

You can call the City Clerk's Office at city.clerks@saskatoon.ca and we will be happy to assist.