

Appendix 6 – Community Council Membership Agreement

Welcome to the _____ Community Council. Our Council requires anyone who joins as a Council to agree to the following.

I agree to:

- Support CLBC’s vision, mission and values
- Be guided by the Handbook and work within the Council’s Terms of Reference
- Operate in a way that is consistent with CLBC’s strategic direction, goals and policies
- Represent the interests of the entire area that the Council is responsible for; not my own interests
- Keep confidential (do not to talk outside Council meetings) information discussed at Council or Council Committee meetings that is presented as confidential, and the personal stories of other Council members without their consent
- Come to meetings prepared to take part in discussions on agenda items including reading materials sent to me before the meeting (Council will arrange support for members who may need assistance or extra time to prepare for the meeting, to read the agenda and other correspondence or reports, etc.)
- Share my thoughts and ideas on topics being discussed, and respectfully listen to the contributions of my fellow Council members
- Help do the work of the Council (e.g. lead a Committee meeting; help with event-related tasks; reach out to people who might join the Council)
- Help other members get the support they need to participate fully as Council members
- Respectfully tell fellow members when they are doing a good job and when they are not meeting the Council’s expectations
- Participate in Council decision-making and accept and support the decisions of the majority
- Let the Council Chair know if my personal interests will or might have an effect on how I participate during decision-making in Council meetings
- Attend meetings regularly and let the Council Chair (or another member) know when I am unable to attend. I understand that if I miss three meetings in a row I may be asked to leave the Council

Member’s Name	Signature	Date
Council Chair’s Name	Signature	Date
Integrated Services Manager’s Name	Signature	Date

All Community Council members share a responsibility for supporting one another to follow the Membership Agreement. If a member has concerns about the participation or behaviour of another member, he / she is encouraged to talk with the person in a respectful way. If that does not resolve the concern (or if the member is not comfortable to talk with the other member about the concern) a member can share the concern directly with the Council Chair or Vice Chair person or with the Integrated Services Manager who will assist in seeking a resolution to the concern.